

AGENDA

REGULAR MEETING

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

March 17, 1998

7:30 P.M.

Library Conference Room

AGENDA DESCRIPTIONS: *The Agenda descriptions are intended to give members of the public notice and a general summary of items of business to be transacted or discussed. The Board may take any action which it deems to be appropriate on the Agenda and is not limited in any way by the notice of the recommended action.*

REPORTS AND DOCUMENTATION: *Reports and documentation relating to Agenda items are on file in the Administrative Office and the Reference Department of Placentia Library District, and are available for public inspection. A copy of the Agenda packet will be available for use during the Board Meetings. Any person having any question concerning any Agenda item may call the Library Director at 714-528-1925, Extension 203.*

1. Roll Call Administrative Assistant

2. Adoption of Agenda

This is the opportunity for Board members to delete items from the Agenda, to continue items, to re-order items, and to make additions pursuant to Government Code Section 54954.2(b).

Presentation: Library Director
Recommendation: Adopt by Motion

3. Minutes of the February 17, 1998 Worksession and the February 17, 1998 Regular Meeting.

Presentation: Library Director
Recommendation: Approve by Motion

4. Oral Communications

At this time, in accordance with California Government Code Section 54954.3, members of the public may address the Library Board of Trustees on any matter within the jurisdiction of the Board.

In accordance with Library Board Policy adopted on April 13, 1992, presentations by the public are limited to 5 minutes per person.

In accordance with California Government Code Section 54954.3, members of the public are also permitted to address the Library Board of Trustees on specific Agenda Items before and at the time that an Item is being considered by the Board.

Action may not be taken on items not on the Agenda except in emergencies or as otherwise authorized by Government Code Section 54954.2(b).

5. Board President Report.

The President makes announcements of general interest to the community and the Library Board of Trustees as well as conducting any ceremonial matters.

6. Trustee Reports.

The Trustees make announcements of general interest to the community and the Library Board of Trustees and report on meetings attended on behalf of the Board of Trustees.

7. Friends of Placentia Library Board of Directors Report

Presentation: Representative, Friends of Placentia Library (Reneé Scott)

8. Placentia Library History Room Committee Report

Presentation: Library Board Representative

CLAIMS (Items 9 - 12)

Presentation: Library Director
Recommendation: Approve by Motion

Items 9 - 12 may be considered together as one motion to "Approve the Claims, and Receive & File the General Fund Cash Flow Report." Items may be removed for individual consideration before the Claims are adopted. Items removed must then each have a separate motion.

9. Nonstandard Claims in excess of \$300. (Approve)

Nonstandard Claims in the amount of \$0.00.

10. Claims forwarded by the Library Director and the Library Board. (Approve)

Claims forwarded by Library Director and Library Board in the amount of \$2,823.44.

11. Current Claims and Payroll. (Approve)

Current Claims of \$57,570.14; and Payrolls 3598, 3599 and 3600 for \$59,778.00.
Combined total of Current Claims and Payroll of \$117,348.14.

12. FY1997-1998 Cash Flow Analysis with recommendation of no inter-fund transfers.

FINANCIAL REPORTS (Items 13 - 18)

Presentation: Library Director
Recommendation: Approve by Motion

Items 13 - 18 may be considered together as one motion to approve the Financial Report. Items may be removed for individual consideration before the Financial Report is adopted. Items removed must then each have a separate motion.

13. Financial Reports for February 1998 (Receive & File)
14. Office General Ledger & Check Registers for February 1998 (Receive & File)
15. Acquisitions Report for February 1998 (Receive & File)
16. Overdue Collection Report for February 1998 (Receive & File)
17. Debit Card System Reimbursement Report for February 1998 (Receive & File)
18. Gifts Report for February 1998 (Receive & File)

GENERAL CONSENT CALENDAR (Items 19 - 30)

Presentation: Library Director
Recommendation: Approve by Motion

Items 19 - 30 may be considered together as one motion to approve the General Consent Calendar. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.

19. Building Maintenance Report for February 1998 (Receive & File)
20. Personnel Report for February 1998 (Receive, File, and Ratify Appointments)
21. Volunteer Report for February 1998 (Receive & File)
22. Circulation Report for February 1998 (Receive & File)
23. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
24. Legislative reports from California Advocates and the California Library Association (Receive & File)
25. Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of February 3, 1998. (Receive & File)
26. Status Report on the Trustee Handbook Revision (Receive & File)
27. Actions taken at the California Library Services Board (CLSB) February 18-19, 1998 Meeting. (Receive & File)

28. Memo from Principal Librarian Suad Ammar explaining the District's participation in the Common Ground Foun in partnership with the League of Women Voters North Orange County Chapter. (Receive & File)
29. Memo from Stormy Waldeck, Anderson and Anderson Benefits, reporting that the District's application for POS (point of service) group medical insurance coverage with Prudential was rated at 110%, and that the District's coverage with CareAmerica has been renewed at a rate of 90%. (Receive & File)
30. Memo from City Administrative Coordinator John Fraser reporting on the status of the Seismic Rehabilitation Project grant application. (Receive & File)

CONTINUING BUSINESS

31. Continue discussion of the proposal by Pat Irot to establish a Study Committee to review the impact on the community of the Library's service reductions.

Presentation: Library Director

Recommendation: Determine whether to establish a Study Committee; and give direction for future action

32. Review Library Revenue Issues and continue the discussion of the feasibility of Library Parcel Tax ballot issue.

Presentation: Library Director

Recommendation: Give direction for future action

33. Report on plans for the first joint Annual Meeting for Santiago Library System and Metropolitan Library System Members to be held at the Turnip Rose in Orange on Thursday, April 30, 11:00 A.M. to 2:00 P.M.

Presentation: Library Director

Recommendation: Determine who will represent the District and authorize payment of registration

34. Status report on the preparation of a Strategic Plan for Placentia Library District.

Presentation: Library Director

Recommendation: Establish Saturday, June 20 as the date for all day workshop for Library Trustees, Friends Board Members and Foundation Board Members

NEW BUSINESS

35. Performance Review for Library Director

Presentation: Library Board President

Recommendation: Determine format and timetable for performance review process.
Library Director Evaluation

36. Collective Bargaining Preparation

Pursuant to California Government Code Section 54957.6 a closed session will be held to discuss collective bargaining issues relating to the renewal of the Memorandum of Understanding. The purpose of this closed session is to review the Board's position and instruct the Library Director prior to her consultation with the designated representative(s) of the Orange County Employees Association.

Presentation: Library Director
Recommendation: Action as required

37. State Library Invitational Workshop for Trustees to be held at the Mission Inn, Riverside, April 29 to May 1. (This event includes the date for the MCLS/SLS Annual Meeting.)

Presentation: Library Board President
Recommendation: Determine who will attend

37a. Authorization to hire Rosemarie Andrews as a Library Aide for twenty hours per week for six weeks beginning April 16, 1998. Ms. Andrews has been working at the Library through the Senior Training and Employment Program (S.T.E.P.) and will return to the Library through that program at the end of her six-week employment.

Presentation: Library Board President
Recommendation: Authorize six-week employment of Rosemarie Andrews as a Library Aide

STAFF REPORTS (Items 38 - 42)

Presentation: Library Director
Recommendation: Approve by Motion

Items 38 - 42 may be considered together as one motion to approve the Staff Reports. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.

- 38. Program Committee Report for February 1998. (Ammar)
- 39. Children's Services Report for February 1998. (Smith)
- 40. Publicity Materials produced for February 1998. (Willauer)
- 41. Placentia Library Literacy Services Report for February 1998. (Matas)
- 42. Safety Committee Minutes for February 1998. (Matas)

ADJOURNMENT

- 43. Agenda Preparation for the April Regular Meeting which will be held on April 21, 1998.
- 44. Review of Action Items.

No action or discussion shall be taken on any item not appearing on the posted Agenda, unless authorized by law.

45. Adjourn

*****CERTIFICATION OF POSTING*****

I, Charlene Dumitru, Administrative Assistant for the Placentia Library District, hereby certify that the Agenda for the March 17, 1998, Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Friday, February 13, 1998.

 _____

March 1998 - February 1999

Yearly Planner

March 98						
S	M	T	W	T	F	S
1	(2)	(3)	4	5	6	(7)
8	9	(10)	(11)	(12)	(13)	(14)
15	16	(17)	18	19	20	21
22	23	(24)	25	26	27	28
29	30	31				

March

- 2 7:00 PM Friends Board Meeting, Pappas
- 3 7:00 PM - 9:00 PM Gold Rush Discussion Group
- 7 10:30 AM - 12:30 PM Friends Author's Brunch
- 10 PLA National Conference, - Kansas City

April 98						
S	M	T	W	T	F	S
		1	2	3	4	
5	(6)	7	8	9	10	11
12	(13)	14	15	16	17	18
(19)	(20)	(21)	(22)	(23)	(24)	(25)
26	27	28	(29)	(30)		

- 17 7:30 PM Library Board Meeting
- 24 7:00 PM - 9:00 PM Gold Rush Discussion Group

April

- 6 7:00 PM Friends Board Meeting, Stark
- 13 CSDA Government Affairs Day, Sacramento
- 19 National Library Week

May 98						
S	M	T	W	T	F	S
					(1)	2
3	(4)	(5)	6	(7)	8	9
10	11	12	13	14	(15)	16
17	18	(19)	20	21	22	23
24	25	26	27	28	29	30
31						

- 20 6:30 PM Friends Annual Meeting and National Library Week Program
- 21 7:30 PM Library Board Meeting

June 98						
S	M	T	W	T	F	S
	(1)	2	3	4	5	6
7	8	9	10	11	12	13
14	15	(16)	17	18	19	20
21	22	23	24	(25)	(26)	(27)
(28)	(29)	(30)				

- 22 Mom's Club Fund Raiser for Library at Knollwood Family Restaurant, Anaheim Hills
- 29 1:00 PM State Library Conference for Trustees, Riverside, through May 1
- 30 ISDOC Membership Luncheon Meeting, SLS Annual Meeting, Turnip Rose, Orange

July 98						
S	M	T	W	T	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	(21)	22	23	24	25
26	27	28	29	(30)	31	

May

- 4 7:00 PM Friends Board Meeting, Masters
- 5 CLA Legislative Day, Sacramento
- 7 11:30 AM - 1:00 PM Foundation Board Meeting

August 98						
S	M	T	W	T	F	S
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2	3	4	5	6	7	8
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16	17	(18)	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 15 Friends Booksale through-May 16
- 19 7:30 PM Library Board Meeting

June

- 1 7:00 PM Friends Board Meeting, Evans
- 16 7:30 PM Library Board Meeting
- 25 ALA Conference, Washington D.C.

July

- 21 7:30 PM Library Board Meeting
- 30 ISDOC Membership Luncheon Meeting

August

- 18 7:30 PM Library Board Meeting

September

- 14 7:00 PM Friends Board Meeting, Dinsmore
- 15 7:30 PM Library Board Meeting
- 24 11:30 AM - 1:00 PM Foundation Board Meeting

October

- 5 7:00 PM Friends Board Meeting, Pappas
- 10 Heritage Parade
- 20 7:30 PM Library Board Meeting
- 29 ISDOC Membership Luncheon Meeting

November

- 2 7:00 PM Friends Board Meeting, Stark
- 17 7:30 PM Library Board Meeting

December

- 3 11:30 AM - 1:00 PM Foundation Board Meeting
- 7 7:00 PM Friends Board Meeting, Masters
- 15 7:30 PM Library Board Meeting

January

- 4 7:00 PM Friends Board Meeting, Evans

September 98						
S	M	T	W	T	F	S
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October 98						
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18	19	(20)	21	22	23	24
25	26	27	28	(29)	30	31

November 98						
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28	29	30				

December 98						
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20	21	22	23	24	25	26
27	28	29	30	31		

January 99						
S	M	T	W	T	F	S
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17	18	(19)	20	21	(22)	(23)
(24)	(25)	(26)	(27)	(28)	29	30
31						

February 99						
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21	22	23	24	25	26	27
28						

March 1998 - February 1999

Yearly Planner

March 98

S	M	T	W	T	F	S
1	(2)	(3)	4	5	6	(7)
8	9	(10)	(11)	(12)	(13)	(14)
15	16	(17)	18	19	20	21
22	23	(24)	25	26	27	28
29	30	31				

April 98

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(19)	(20)	(21)	(22)	(23)	(24)	(25)
26	27	28	(29)	(30)		

May 98

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17	18	(19)	20	21	22	23
24	25	26	27	28	29	30
31						

June 98

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14	15	(16)	17	18	19	20
21	22	23	24	(25)	(26)	(27)
(28)	(29)	(30)				

July 98

S	M	T	W	T	F	S
			(1)	(2)	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	(21)	22	23	24	25
26	27	28	29	(30)	31	

August 98

S	M	T	W	T	F	S
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16	17	(18)	19	20	21	22
23	24	25	26	27	28	29
30	31					

January

19 7:30 PM Library Board Meeting

22 ALA Midwinter, Philadelphia

28 11:30 AM - 1:00 PM Foundation Board Meeting

February

1 7:00 PM Friends Board Meeting, Dinsmore

16 7:30 PM Library Board Meeting

September 98

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	(14)	(15)	16	17	18
19	20	21	22	23	(24)	25
26	27	28	29	30		

October 98

S	M	T	W	T	F	S
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3	(4)	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	(20)	21	22	23
24	25	26	27	28	(29)	30
31						

November 98

S	M	T	W	T	F	S
1	(2)	3	4	5	6	7
8	9	10	11	12	13	14
15	16	(17)	18	19	20	21
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29	30					

December 98

S	M	T	W	T	F	S
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5	6	(7)	8	9	10	11
12	13	14	(15)	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 99

S	M	T	W	T	F	S
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16	17	18	(19)	20	21	(22)
(23)	(24)	(25)	(26)	(27)	(28)	29
30	31					

February 99

S	M	T	W	T	F	S
	(1)	2	3	4	5	6
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14	15	(16)	17	18	19	20
21	22	23	24	25	26	27
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**MINUTES
PLACENTIA LIBRARY DISTRICT
TRUSTEE WORKSESSION
February 17, 1998**

CALL TO ORDER

The Worksession of the Placentia Library District Board of Trustees was called to order on January 20, 1998 at 7:05 P. M. by President Peggy Dinsmore

ROLL CALL

Members Present: President Peggy Dinsmore; Trustees Robin Masters, Jean Pappas, and Sandra Stark; and Library Director Elizabeth Minter.

Members Absent: Secretary Ray Evans

Others Present: Administrative Assistant Charlene Dumitru

**ADOPTION OF
AGENDA**

It was moved by Trustee Masters, seconded by Trustee Stark to adopt the Agenda as presented.

AYES: Dinsmore, Masters, Pappas, Stark

NOES: None

ABSTAIN: None

ABSENT: Evans

**ORAL
COMMUNICATIONS**

No members of the public requested to address the Board at this time.

**DISCUSSION OF
BUDGET**

Library Director Minter reported on the changes in percentages in budget categories from 1991 to 1998.

Secretary Evans arrived at 7:11 P. M.

No Board action was taken

ADJOURNMENT

The Worksession concluded and was adjourned at 7:33 P. M.

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
February 17, 1998**

CALL TO ORDER The Regular Meeting of the Placentia Library District Board of Trustees was called to order on February 17, 1998 at 7:36 P. M. by President Peggy Dinsmore.

ROLL CALL **Members Present:** President Peggy Dinsmore, Secretary Ray Evans; Trustees Robin Masters, Sandra Stark and Jean Pappas; and Library Director Elizabeth Minter.

Members Absent: None

Others Present: Principal Librarian Suad Ammar; Administrative Assistant Charlene Dumitru; and Friends of Placentia Library Representative Barbara Hemmerling.

ADOPTION OF AGENDA It was requested by Trustee Pappas that New Business be considered before Old Business.

It was moved by Trustee Stark, seconded by Trustee Masters to adopt the Agenda as modified.

AYES: Dinsmore, Evans, Masters, Pappas, Stark
NOES: None
ABSTAIN: None

MINUTES It was moved by Trustee Pappas, seconded by Trustee Masters to approve the Minutes of the Work Session of January 20, 1998 as presented

AYES: Dinsmore, Evans, Masters, Pappas
NOES: None
ABSTAIN: Stark

It was moved by Trustee Pappas, seconded by Trustee Masters to approve the Minutes of the Regular Meeting of January 20, 1998 as presented.

AYES: Dinsmore, Evans, Masters, Pappas, Stark
NOES: None
ABSTAIN: None

ORAL COMMUNICATIONS Friends Representative Barbara Hemmerling stated that she was happy to be present and represent the Friends of Placentia Library.

PRESIDENT'S REPORT President Dinsmore reported that she attended the California Association of Library Trustees and Commissioners (CALTAC) at the Commerce Library on February 7, 1998. The new edition of *The Trustee Tool Kit for Library Leadership* near publication. She attended several presentations on pending California legislation.

TRUSTEE REPORTS There were no Trustee Reports.

**FRIENDS OF THE
LIBRARY**

Friends Representative Hemmerling reported that the Annual Booksale will take place May 15 and 16.

**FOUNDATION
REPORT**

Trustee Stark reported that the Foundation Board is looking at expanding its membership to include more community members.

CLAIMS

It was moved by Trustee Masters, seconded by Secretary Evans to approve Agenda Items 9 through 12:

Nonstandard Claims in the amount of \$0.00
Claims forwarded by the Library Director in the amount of \$2,707.78
Current Claims and Payroll in the amount of \$86,591.63.
Interfund transfers in the amount of \$0.00

AYES: Dinsmore, Evans, Masters, Pappas, Stark
NOES: None
ABSTAIN: None

**FINANCIAL
REPORTS**

It was moved by Trustee Stark, seconded by Trustee Masters to receive and file Agenda Items 13 through 18:

Financial Reports for January, 1998
Office General Ledger & Check Registers for January, 1998
Acquisitions Report for January, 1998
Overdue Collection Report for January, 1998
Debit Card System Reimbursement Report for January, 1998
Gifts Report for January, 1998

AYES: Dinsmore, Evans, Masters, Pappas, Stark
NOES: None
ABSTAIN: None

**GENERAL CONSENT
CALENDAR**

It was moved by Trustee Stark, seconded by Trustee Masters to receive and file Agenda Items 19 through 27:

Building Maintenance Report for January, 1998
Personnel Report for January, 1998 (Receive, File
and Ratify Appointments)
Volunteer Report for January, 1998 (Receive & File)
Circulation Report for January, 1998 (Receive & File)
Review of Shared Maintenance Cost with the City of Placentia
under the Joint Powers Authority (Receive & File)
Status report on the preparation of a Strategic Plan for Placentia
Library District (Receive & File)
Legislative update from the California Library Association

(Receive & File)

Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of January 6, 1998.

(Receive & File)

California Library Literacy Services 2nd Quarter Report for Fiscal Year 1997-1998, as submitted to the State Library of California

(Receive & File)

AYES: Dinsmore, Evans, Masters, Pappas, Stark

NOES: None

ABSTAIN: None

**SELECTION OF
MEDICAL
INSURANCE PLAN
FOR 1998-1999**

Stormy Waldek of Anderson and Anderson Insurance Brokers, Inc. presented a comparison of group health insurance plans.

It was moved by Trustee Stark, seconded by Trustee Masters that both the Prudential and Care America plans are to be presented to the Staff for selection of their preference. The Staff recommendation will be ratified by the Board at the next Regular Meeting provided the Prudential Plan, if selected, returns a premium rating at 100% or less of standard.

AYES: Dinsmore, Evans, Masters, Pappas, Stark

NOES: None

ABSTAIN: None

**TRAVEL
AUTHORIZATIONS**

It was moved by Trustee Stark, seconded by Trustee Masters to authorize President Dinsmore and Trustee Stark to attend the annual Workshop in Library Leadership on February 28 at the Newport Beach Public Library and to authorize payment of preregistration and mileage reimbursement.

AYES: Dinsmore, Evans, Masters, Pappas, Stark

NOES: None

ABSTAIN: None

**CALIFORNIA
SESQUICENTENNIAL
CELEBRATION**

It was moved by Trustee Stark, seconded by Trustee Masters to invite Kay Suiter to represent the Library in Placentia's activities relating to the California Sesquicentennial from 1998 through 2000.

AYES: Dinsmore, Evans, Masters, Pappas, Stark

NOES: None

ABSTAIN: None

**TRUSTEE
HANDBOOK
REVISION**

The Board agreed to postpone discussion of Agenda Item 30: Trustee Handbook Revision, until the March Regular Meeting.

**REVIEW OF
LIBRARY REVENUE
ISSUES**

Library Director Minter reviewed current budget issues as presented in the material in the Board packet.

It was moved by Trustee Masters, seconded by Secretary Evans to renew the current contract with California Advocates.

AYES: Dinsmore, Evans, Masters, Pappas, Stark
NOES: None
ABSTAIN: None

Secretary Evans departed at 10:22 P. M.

**STUDY
COMMITTEE**

The Board gave direction to schedule a meeting between the President's of the Library Board, the Foundation Board and the Friends of the Library to discuss a strategic planning process.

It was moved by President Dinsmore, seconded by Trustee Stark to postpone discussion of the establishment of a planning committee until the next Regular Meeting.

AYES: Dinsmore, Masters, Pappas, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

Trustee Masters departed at 10:35 P. M.

STAFF REPORTS

It was moved by Trustee Pappas, seconded by Trustee Masters to Approve Agenda Items 34-38:

Program Committee Report for January, 1998
Children's Services Report for January, 1998
Publicity Materials produced for January, 1998
Placentia Library Literacy Services Report for January, 1998
Safety Committee Minutes for January, 1998

AYES: Dinsmore, Pappas, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans, Masters

**AGENDA
PREPARATION**

1. Trustee Handbook
2. Discussion on establishment of a planning committee

Minutes, Regular Meeting of February 17, 1998, Page 5.

The Regular Meeting of the Board of Trustees of the Placentia Library
District adjourned at 10:45 P.M.

Ray Evans, Secretary



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director
SUBJECT: Friends of Placentia Library Report *EDM*
DATE: March 17, 1998

The Board of Directors of the Friends of the Library met on Monday, March 2, 1998. Trustee Jean Pappas, Library Director Elizabeth Minter and Library Assistant Cheryl Willauer attended the meeting.


The Annual Booksale will be held on Friday, May 15 and Saturday, May 17. The Members-only time is Friday from 5 to 7 P.M.

The Board authorized the purchase of 2,500 additional date due reminder magnets for the Circulation Department.

The Annual Meeting on Monday, April 20 will focus on the celebration of the Friends 30th Anniversary. There will be no readings by local authors this year. The program will be presented by Dr. William Meyers, scholar/moderator of the District's Gold Rush Discussion series. Library volunteers will be honored in the usual fashion.

The next Friends Board meeting is scheduled for Monday, April 6 at 7:00 P.M. Trustee Sandra Stark is scheduled to attend as the Library Board representative.



TO: Elizabeth Minter, Library Director
FROM: Julie Shook, Librarian 
DATE: March 16, 1998
SUBJECT: Placentia History Room

Pat Irot, Marie Schmidt and Pat Jertberg continue to work on the collection several hours a month, usually on Wednesday evenings.

Pat Jertberg has started doing the data entry in the History database. She has started looking into the possibility of attending a class or workshop on using the program effectively and efficiently.

Marie has been making progress with her photograph identification/indexing project. Victoria Allec Weselich has given her some assistance with identifying people.

Pat Irot has been in contact with Margo McBane, who is involved in project called "Citrus Gold: Discovering the Citricultural Legacy of Southwestern Communities." Pat has discussed the holdings of the Placentia History Room with Margo.

Two CSUF interns were expected to help in the History Room this past semester. One never came, and the other said he would come in January, during intercession, but he did not come back.

The Committee is investigating the possibility of getting some of our classic books by Hubert Bancroft on the history of California rebound.



PLACENTIA LIBRARY DISTRICT
Summary of Nonstandard Claims
March 17, 1998

DATE	REPORT NO.	AMOUNT
		\$0.00
	TOTAL	\$0.00



PLACENTIA LIBRARY DISTRICT
Summary of Claims Forwarded by the Library Director
March 17, 1998

DATE	REPORT NO.	AMOUNT
03/03/98	3591	1,710.45
03/05/98	3592	1,112.99
TOTAL		\$2,823.44

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 03/03/98
REPORT NO 3591

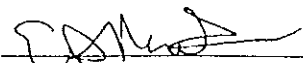
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Acc	Sub Obj/ Rev	Rept Cat	AMOUNT	A C's Use Doc Number	Only SC
N01833A Christenson Electric, Inc. 111 S.W. Columbia, STE 480 Portland, OR 97201-5886	Feb 16, 1998 65347		1400	00		285.00		
N01936 OmniGrafix Printing 1744 W. Katella Ave., STE 9 Orange, CA 92867	Feb 26, 1998 A32431		1800	00		148.70		
N01074 Southern Calif Gas Co. P.O. Box C Monterey Park, CA 91756	Feb 25, 1998		2800	00		981.64		
N03648A Cascade Drinking Water P.O. Box 9179 Whittier, CA 90608-2816	Feb 23, 1998 270		1800	00		24.95		
N03650B Kinkos, Inc. Customer Admin. Svcs. P.O. Box 672085 Dallas, TX 75267-2085	Feb. 23, 1998 030200083881 Feb 26, 1998 030200083949		1800	00		3.18		
N03655B Spicers Paper, Inc. 12310 E. Slauson Ave. Santa Fe Springs, CA 90670	Feb 12, 1998 611648 Feb 10, 1998 608565		1800	00		121.61		
			1800	00		15.13		
						136.74		
N03659 Southern California Water 500 Cameron Street Placentia, CA 92870	Feb 23, 1998		2800	00		80.30		

The claims listed above (totaling \$ 1,710.45) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.


APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total 1,710.45

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

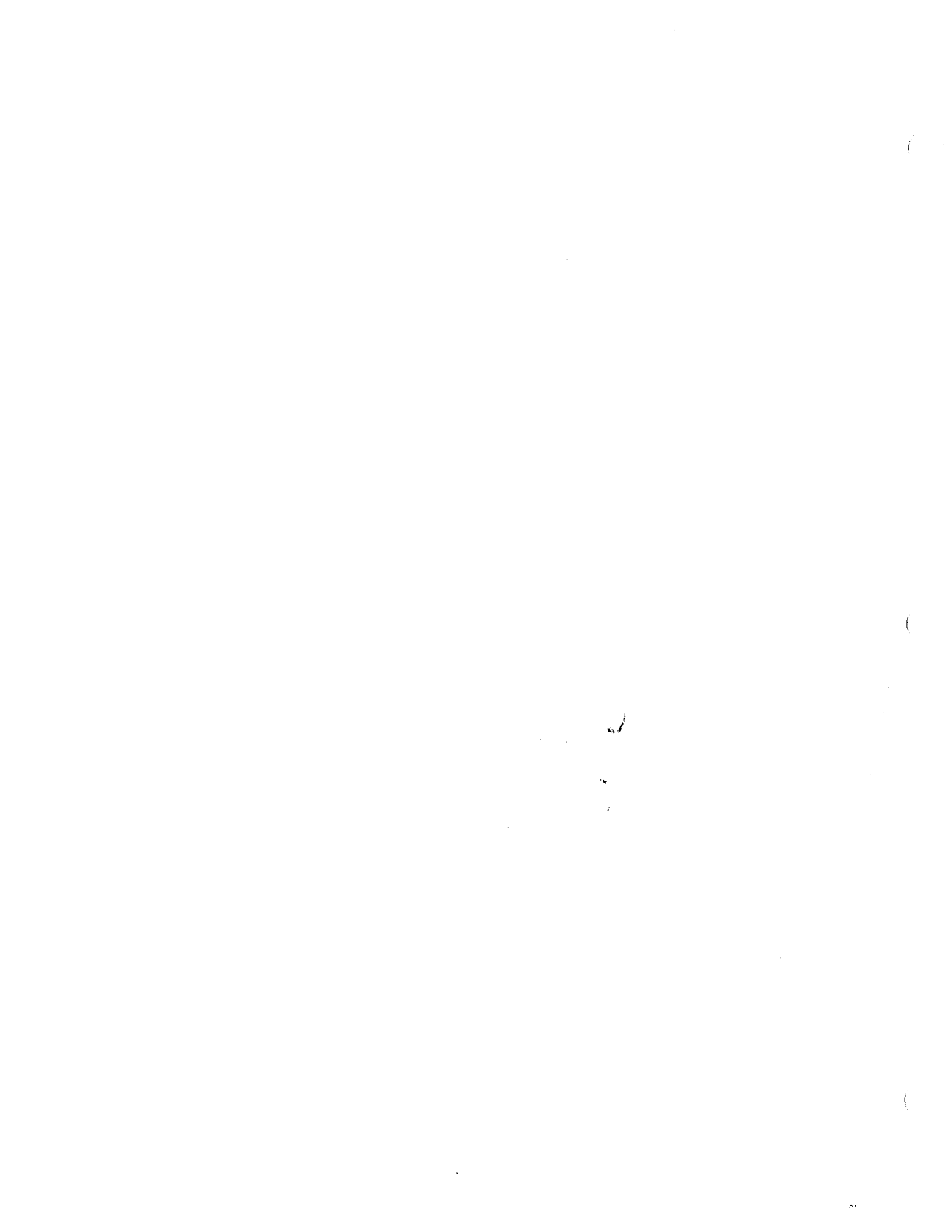
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N03752 Pacific Bell Payment Center Van Nuys, CA 91388-0001	Feb 17, 1998 528-1906		0700	00		192.71		
	Feb. 4, 1998 524-9784		0700	01		20.35		
	Feb. 7, 1998 253-0470		0700	01		143.81		
	Feb 17, 1998 528-8236		0700	01		38.78		
	Feb. 19, 1998 996-4983		0700	01		92.15		
	996-2865		0700	01		21.57		
	Feb. 17, 1998 528-6022		0700	07		18.55		
						527.92		
N06555A Principal Mutual Dept 900 P.O. Box 7657 Philadelphia, PA 19101-7657	March, 1998		0300	00		381.89		
N06686D Office Depot Dept 56- 6183976509 P.O. Box 30292 Salt Lake City, UT 84130-0292	Feb. 23, 1998		1800	00		30.68		
N06965 Paychex P.O. Box 25159 Santa Ana, CA 92799	Feb 26, 1998 19980226		1900	00		172.50		

The claims listed above (totaling \$ 1,112.99) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.


APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY



PLACENTIA LIBRARY DISTRICT
 Current Claims and Payroll
 March 17, 1998

TYPE	REPORT NUMBER	AMOUNT
Immediately	3593	3,721.95
Subtotal for Immediately		3,721.95
Regular	3594	48,471.97
	3595	4,256.37
	3596	978.93
	3597	140.92
Subtotal for Regular		53,848.19
TOTAL CURRENT CLAIMS		57,570.14
Payroll	3598	19,926.00
	3599	19,926.00
	3600	19,926.00
Subtotal for Payroll		59,778.00
TOTAL		117,348.14

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	SC
N01987 Vision Plan of America 8111 Beverly Blvd., STE 306 Los Angeles, CA 90048	April, 1998		0300	00		87.80		
N03645 CareAmerica 6300 Canoga Ave. Woodland Hills, CA 91367-2555	March, 1998		0300	00		2,302.02		
N03752 Pacific Bell Payment Center Van Nuys, CA 91388-0001	Feb 28, 1998 572-1609 Jan 19, 1998 996-2865		0700	02		74.86		
N06556 Continental Casualty co. Spec. Risks - Kansas City P.O. Box 95033 Chicago, IL 60694	February, 1998		0300	00		171.25		
N06557 Care Resources, Inc. 9550 Warner Ave., STE 228 Fountain Valley, CA 92708	March, 1998		1900	00		35.00		
N06785 Hector Vargas 318 Capistrano St. Placentia, CA 92870	March 8, 1998 096815		1400	00		950.00		0
N09163 Manwill Plumbing Company 3940 Prospect Ave., Unit D Yorba Linda, DA 92886-1749	March 5, 1998 25474		1400	00		83.61		

The claims listed above (totaling \$ 3,721.95) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

3,721.95

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	Only SC
N00018A City of Anaheim Division of Collections P.O. Box 3222 Anaheim, CA 92805	Feb 12, 1998 LI000000032		1900	00		39,032.00		
N01035 City of Placentia 401 E. Chapman Ave. Placentia, CA 92870	March 3, 1998 54718		2800	00		2,802.37		
			1400	00		796.49		
			1400	00		818.37		
			1400	00		107.50		
	54717		1800	00		1,713.00		
			1800	07		570.00		
						6,807.73		
N02000 Color Optic 2311 Thomas Street Hollywood, FL 33020	Feb 11, 1998 25901		1800	00		54.45		
N03653 Bear State Air Conditioning Svc, Inc. 3548 Enterprise Drive Anaheim, CA 92807-1640	Feb 12, 1998 98-02-203		1400	00		117.42		
N03656 Pacific Clippings P.O. Box 11789 Santa Ana, CA 92711	Feb 27, 1998		1900	00		34.71		
N03833B Brodart Automation P.O. box 3488 Williamsport, PA 17705	Feb 26, 1998 A27611		0700	02		423.82		
N03833C Brodart Co. 1609 Memorial Avenue Williamsport, PA 17705	Feb. 26, 1998 765069		1800	00		2,001.84		

The claims listed above (totaling \$ 48,471.97) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

48,471.97

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 03/17/98
REPORT NO 3595

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	Only SC
N06566 Regency Lighting 16665 Arminta St. Van Nuys, CA 91406	March 3, 1998 438176		1000	00		1,727.06		
N06896 Aspen Publishers, Inc. P.O. Box 64829 Baltimore, MD 21264-4829	Feb 6, 1998 2714004		1800	00		68.29		
N06901A Margaret V. Dinsmore 2108 N. Rosemont Placentia, CA 92870	Feb 26, 1998		2700	03		12.60		
N09111A Ebsco P.O. Box 92901 Los Angeles, CA 90009-2901	Jan 8, 1998 492001998003		2400	04		36.59		
N09110 Special Districts Workers Comp 1030 - 15th St., STE 300 Sacramento, CA 95814	Feb 13, 1998		0350	00		1,180.00		
N09140 XCP Inc. 40 Elm Street Dryden, NY 13053-9624	Mar 3, 1998		1400	00		587.54		
N09191 Oxygen Service 1011 W. Collins Orange, CA 92867	Feb 16, 1998 F-1276		1400	01		220.47		
N03833B Brodart Automation P. O. Box 3488 Williamsport, PA 17705	Jan 29, 1998 A27452		0700	05		423.82		

The claims listed above (totaling \$ 4,256.37) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

4,256.37

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	Only SC
N03842 Ingram Library Services P.O. Box 845361 Dallas, TX 75284-5361	Feb 25, 1998		2400	00		16.03		
N06945A Business Reference Services P.O. Box 75918 Chicago, IL 60675-5918	March 1, 1998 0066593-98		2400	03		487.73		
N09111A Ebsco P.O. Box 92901 Los Angeles, CA 90009-2901	Feb 23, 1998 S-91313		2400	04		4.95		
N13034 Omnigraphics, Inc. Penobscot Building Detroit, MI 48226-4200	Feb 11, 1998 97790		2400	01		91.30		
N015508 Cosmoslink Internet Services 3030 Saturn Street, STE 204 Brea, CA 92821	Feb 28, 1998 9803-11		0700	05		19.95		
Watson Label Products 3684 Forest Park Blvd., St. Louis, Mo 63108	Feb 10, 1998 98-39627		1800	00		286.52		
Ghost Town Publications P.O. Drawer 5998 Carmel, CA 93921	Feb 6, 1998		2400	01		8.57		
Lucent Books P.O. Box 289011 San Diego, CA 92198-9011	Feb 4, 1998 L49920S3		2400	01		63.88		

The claims listed above (totaling \$ 978.93) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

978.93

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Acc	Sub Obj/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	Only SC
Heyday Books P.O. Box 9145 Berkeley, CA 94709	Feb 9, 1998 1000021828		2400	01		73.97		
Focus Publications 23401 El Toro Road, STE 210 Lake Forest, CA 92630	March 5, 1998 98051		2400	04		27.00		
Susan Lynn Networking 3334 E. Coast Hwy, STE 291 Corona del Mar, CA 92625	March 9, 1998		2400	01		39.95		

The claims listed above (totaling \$ 140.92) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

140.92

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	Only SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route #12100358	March 17, 1998 Pay period #07 Mar 13, 1998 Mar 26, 1998		0100	00		18,510.00		
	FICA		0200	00		1,416.00		
PLEASE WIRE ON THURSDAY, MARCH 26, 1998								

The claims listed above (totaling \$ 19,926.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

19,926.00

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	Only SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route #12100358	March 17, 1998 Pay period #08 Mar 27, 1998 April 9, 1998		0100	00		18,510.00		
	FICA		0200	00		1,416.00		
PLEASE WIRE ON THURSDAY, APRIL 9, 1998								

The claims listed above (totaling \$ 19,926.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

19,926.00

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route #12100358	March 17, 1998 Pay period #09 April 10, 1998 April 23, 1998		0100	00		18,510.00		
	FICA		0200	00		1,416.00		
PLEASE WIRE ON THURSDAY, APRIL 23, 1998								

The claims listed above (totaling \$ 19,926.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

19,926.00



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Cash Flow Analysis
DATE: March 17, 1998

While the cash flow and budget expenditures from Fund 707 are on target it is my recommendation that the transfer of \$101,000 continue to be deferred until the April property tax revenues have been received.

The reasons for this recommendation are a desire to increase the amount of interest generated to Fund 707, and to eliminate the need to transfer any funds in March.

The \$10,618 cash balance is quite low but mitigated by the fact that nearly \$40,000 is for payroll transfers that will not be made until April 9 and 23, and also that the District is receiving current secured property tax allocations on March 26 and April 17.

It is my recommendation that no funds be transferred at this time.

RECOMMENDATION:

Receive & File cash flow analysis of March 17, 1998.

Placentia Library District
FY1997-1998 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
07/01/96		Beginning Balance			170,465.79
06/24/97	3522	General to pay on/after 7/1/97		5,024.74	165,441.05
06/24/97	3523	Payroll to wire 7/3/97		19,926.00	145,515.05
06/24/97	3524	Payroll to wire 7/17/98		19,926.00	125,589.05
07/01/97	3525	General by Library Director		1,108.28	124,480.77
07/10/97		Canceled out/date check	6.20		124,486.97
07/15/97	3526	General - PPI		1,513.01	122,973.96
07/15/97	3527	General		12,500.13	110,473.83
07/15/97	3528	General		10,276.56	100,197.27
07/15/97	3529	Payroll to wire 7/31/97		19,926.00	80,271.27
07/15/97	3530	Payroll to wire 8/14/97		19,926.00	60,345.27
07/17/97		Secured Final FY96-97	5,201.12	13.00	65,533.39
07/17/97		Supplemental Roll Final FY96-97	370.60		65,903.99
07/21/97		Supplemental Secured Prior Year	951.78		66,855.77
07/22/97		Supplemental Penalties & Forfeitures	309.57		67,165.34
07/23/97		Teeter 2nd Current Delinquent	13,088.93	34.51	80,219.76
07/24/97		Supplemental Roll 1st	1.62		80,221.38
07/29/97	3531	General		2,542.59	77,678.79
07/29/97	3532	General		4,737.90	72,940.89
08/06/97	3533	General by Library Director		1,342.96	71,597.93
08/06/97	3534	General by Library Director		1,009.47	70,588.46
08/12/97		July Local Revenue	899.70		71,488.16
08/19/97	3535	General - PPI		4,222.37	67,265.79
08/19/97	3536	General		2,716.27	64,549.52
08/19/97	3537	General		9,942.37	54,607.15
08/19/97	3538	General		2,135.78	52,471.37
08/19/97	3539	Payroll to wire 8/28/97		19,926.00	32,545.37
08/19/97	3540	Payroll to wire 9/11/97		19,926.00	12,619.37
08/19/97	3541	General - Bond Payment to wire 9/10/97		33,015.00	(20,395.63)
08/26/97		Commingled Interest Allocation	765.06	20.12	(19,650.69)
09/05/97		Transfer from Fund 706	36,000.00		16,349.31
09/05/97		Grant for Direct Mail	8,861.00		25,210.31
09/05/97		August Local Revenue	2,383.21		27,593.52
09/16/97	3542	General - PPI		1,551.99	26,041.53
09/16/97	3543	General - PPI		2,081.12	23,960.41
09/16/97	3544	General		12,569.21	11,391.20
09/16/97	3545	General		493.38	10,897.82
09/16/97	3546	Payroll to wire 9/25/97		19,926.00	(9,028.18)
09/16/97	3547	Payroll to wire 10/9/97		19,926.00	(28,954.18)
09/16/97	3548	Payroll to wire 10/23/97		19,926.00	(48,880.18)
09/16/97	3549	Payroll to wire 11/6/97		19,926.00	(68,806.18)
09/16/97	3550	Payroll to wire 11/20/97		19,926.00	(88,732.18)
09/22/97		Transfer from Fund 706	65,000.00		(23,732.18)
09/22/97		Transfer from Fund 702	30,000.00		6,267.82
09/22/97		Unsecured 1st Actual	34,899.83	87.25	41,080.40
09/23/97		Local Revenue, August	1,033.75		42,114.15
09/24/97	3551	PPI by Library Director		3,581.83	38,532.32
09/24/97	3552	PPI by Library Director		2,124.18	36,408.14
09/30/97		Commingled Interest Allocation	442.33	11.63	36,838.84
10/02/97	3553	PPI by Library Director		1,625.18	35,213.66
10/02/97	3554	PPI by Library Director		9,590.61	25,623.05
10/02/97	3555	General by Library Director		4,812.47	20,810.58
10/22/97		Commingled Interest Allocation	317.22	8.26	21,119.54

Placentia Library District
FY1997-1998 General Fund Cash Flow

Agenda Item 12
Attachment A
Page 2

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
10/27/97	3556	PPI by Library Board Members		4,269.93	16,849.61
10/27/97	3557	PPI by Library Board Members		2,459.20	14,390.41
11/03/97	3558	General by Library Director		1,318.57	13,071.84
11/18/97	3559	General - PPI		4,659.78	8,412.06
11/18/97	3560	General		13,989.01	(5,576.95)
11/18/97	3561	General		3,463.88	(9,040.83)
11/18/97	3562	General		1,244.37	(10,285.20)
11/18/97	3563	General		4,037.16	(14,322.36)
11/18/97	3564	Payroll to wire 12/4/97		19,926.00	(34,248.36)
11/18/97	3565	Payroll to wire 12/18/97		19,926.00	(54,174.36)
11/21/97		State TBR	2,104.18		(52,070.18)
11/21/97		321 Grant - Dept. of Educ.	3,426.00		(48,644.18)
11/21/97		Local Revenue, September & October	3,979.21		(44,664.97)
11/24/97		Commingled Interest Allocation	437.94	11.49	(44,238.52)
11/25/97		Current Secured 1st	67,903.18	169.76	23,494.90
12/05/97	3566	General by Library Director		3,125.17	20,369.73
12/05/97	3567	PPI by Library Director		1,581.56	18,788.17
12/09/97		Homeowners Property Tax Relief	2,277.07		21,065.24
12/11/97		Current Secured 2nd	113,707.74	284.27	134,488.71
12/15/97		Current Supplemental 1st	5,339.85		139,828.56
12/16/97	3568	General - PPI		7,736.78	132,091.78
12/16/97	3569	General		15,230.98	116,860.80
12/16/97	3570	General		4,284.83	112,575.97
12/16/97	3571	General		2,779.48	109,796.49
12/16/97	3572	Payroll to wire 1/5/98		19,926.00	89,870.49
12/16/97	3573	Payroll to wire 1/15/98		19,926.00	69,944.49
12/17/97		Current Secured 3rd	175,507.48	438.77	245,013.20
12/22/97		Commingled Interest Allocation	316.48	8.21	245,321.47
12/22/97		State TBR	2,026.63		247,348.10
12/22/97		State Humanities Grant	500.00		247,848.10
12/22/97		Local Revenue, November	1,458.13		249,306.23
12/18/98		Interest on Impounds	176.98		249,483.21
12/22/98		State Dept. Educ 321 Grant	1,522.00		251,005.21
01/08/97	3575	PPI by Library Director		2,004.94	249,000.27
01/08/98	3574	PPI by Library Director		3,818.97	245,181.30
01/08/98		Homeowners Property Tax Relief	5,313.13		250,494.43
01/15/98		Unsecured 2nd Actual	6,066.51	15.17	256,545.77
01/20/98	3480	General		518.17	256,027.60
01/20/98	3576	General - PPI		2,954.29	253,073.31
01/20/98	3577	General		1,730.83	251,342.48
01/20/98	3578	General		32,298.27	219,044.21
01/20/98	3579	General		2,232.75	216,811.46
01/20/98	3581	Payroll to wire 1/29/98		19,926.00	196,885.46
01/20/98	3582	Payroll to wire 2/12/98		19,926.00	176,959.46
01/22/98		Current Secured 4th	50,637.92	126.59	227,470.79
01/26/98		Current Supplemental 2nd	2,397.19		229,867.98
01/30/98		Commingled Interest Allocation, Dec	1,073.38	27.94	230,913.42
01/30/98		Transfer to Fund 702		30,000.00	200,913.42
02/03/98		Local Revenue, December	1,365.74		202,279.16
02/04/98		Public Utility Tax	12,571.79		214,850.95
02/04/98		Distribution of Forfeiture Accounts	3,062.01	31.43	217,881.53

Placentia Library District
 FY1997-1998 General Fund Cash Flow

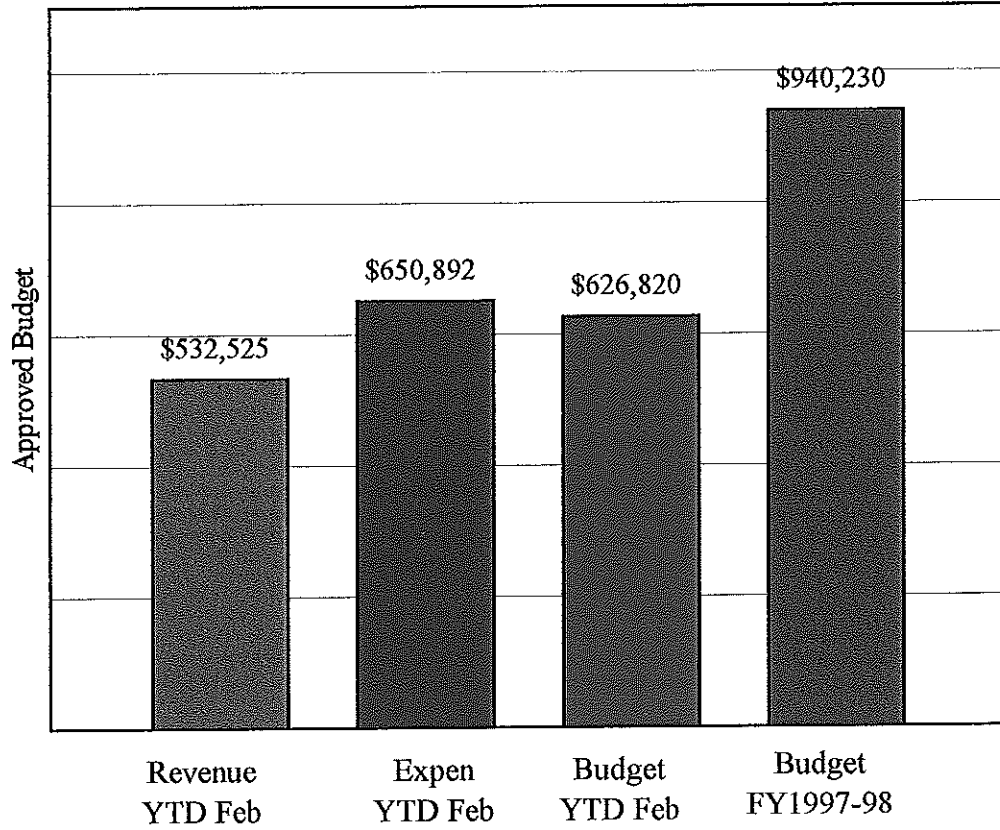
DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
02/10/98	3583	PPI by Library Director		1,725.80	216,155.73
02/10/98	3584	PPI by Library Director		991.98	215,163.75
02/17/98	3585	General		11,855.92	203,307.83
02/17/98	3586	General		972.65	202,335.18
02/17/98	3587	General		667.05	201,668.13
02/17/98	3588	Payroll to wire 2/26/98		19,926.00	181,742.13
02/17/98	3589	Payroll to wire 3/12/98		19,926.00	161,816.13
02/17/98	3590	General - PPI		33,244.01	128,572.12
02/17/98		Current Supplemental 3rd	684.96		129,257.08
02/20/98		Commingled Interest Allocation, Jan	1,517.19	39.08	130,735.19
02/27/98		Interest Administrative Fee Rebate	2.89	-51.48	130,789.56
03/03/98	3591	PPI by Library Director		1,710.45	129,079.11
03/05/98	3592	PPI by Library Director		1,112.99	127,966.12
03/17/98	3593	General - PPI		3,721.95	124,244.17
03/17/98	3594	General		48,471.97	75,772.20
03/17/98	3595	General		4,256.37	71,515.83
03/17/98	3596	General		978.93	70,536.90
03/17/98	3597	General		140.92	70,395.98
03/17/98	3598	Payroll to wire 3/25/98		19,926.00	50,469.98
03/17/98	3599	Payroll to wire 4/9/98		19,926.00	30,543.98
03/17/98	3600	Payroll to wire 4/23/98		19,926.00	10,617.98

Fund Balance Report
Post-Petition Balances (B/S Account 8010 - Cash)
 March 17, 1998

	Fiscal Year 1997-1998						
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
30-Jun-97	77,383.60	2,849.84	111,073.16	170,465.79	6,847.25	368,619.64	198,153.85
31-Jul-97	77,729.81	2,862.83	111,579.16	101,661.49	6,879.29	300,712.58	199,051.09
31-Aug-97	78,096.57	2,876.34	112,105.64	50,157.00	6,910.91	250,146.46	199,989.46
30-Sep-97	78,465.01	2,889.91	76,634.52	30,181.07	6,943.51	195,114.02	164,932.95
31-Oct-97	48,826.73	2,903.23	12,009.91	64,185.28	6,975.52	134,900.67	70,715.39
30-Nov-97	49,084.89	2,916.95	12,126.10	94,436.74	7,008.48	165,573.16	71,136.42
31-Dec-97	49,311.96	2,930.45	12,182.18	324,188.88	7,040.91	395,654.38	71,465.50
31-Jan-98	79,547.02	2,944.42	12,240.25	261,200.60	7,074.48	363,006.77	101,806.17
28-Feb-98	79,824.62	2,959.57	12,331.49	154,079.44	7,110.89	256,306.01	102,226.57
31-Mar-98						0.00	0.00
30-Apr-98						0.00	0.00
31-May-98						0.00	0.00
30-Jun-98						0.00	0.00
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00

	Fiscal Year 1996-1997						
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
30-Jun-96	68,375.94	2,688.54	141,790.39	187,125.88	6,492.33	406,473.08	219,347.20
31-Jul-96	68,375.94	2,688.54	141,790.39	164,329.08	6,492.33	383,676.28	219,347.20
31-Aug-96	68,375.94	2,688.54	141,790.39	65,971.46	6,492.33	285,318.66	219,347.20
30-Sep-96	68,659.77	2,697.08	81,465.75	64,450.13	6,518.85	223,791.58	159,341.45
31-Oct-96	69,271.85	2,721.15	57,735.02	1,186.66	6,576.96	137,491.64	136,304.98
30-Nov-96	70,775.00	2,733.06	18,297.63	101,295.89	6,605.74	199,707.32	98,411.43
31-Dec-96	71,395.16	2,757.36	18,814.86	293,583.69	6,664.47	393,215.54	99,631.85
31-Jan-97	72,613.02	2,769.64	108,898.63	189,430.57	6,694.14	380,406.00	190,975.43
28-Feb-97	72,947.32	2,782.54	109,054.27	102,554.20	6,725.32	294,063.65	191,509.45
31-Mar-97	73,236.00	2,793.54	109,495.24	76,622.14	6,751.93	268,898.85	192,276.71
30-Apr-97	75,067.73	2,806.19	109,991.22	245,943.83	6,782.51	440,591.48	194,647.65
31-May-97	75,432.98	2,836.65	110,559.27	228,652.08	6,815.57	424,296.55	195,644.47
30-Jun-97	77,383.60	2,849.84	111,073.16	170,465.79	6,847.25	368,619.64	198,153.85
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00

PLACENTIA LIBRARY DISTRICT
Fiscal Year 1997-1998 General Fund Cash Flow





PLACENTIA LIBRARY DISTRICT
REVENUE REPORT FOR FUND 707
(Prepared from the Orange County Auditor's Report)
January 20, 1997

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 FEB 1998	FY1996-97 FEB 1997	FY97 YTD % REV BUD
6210-00	Prop. Taxes - current secured	705,381	407,756.32	386,836.85	0.00	0.00	57.81%
6210-01	Public Utility	23,624	12,571.79	10,412.37	12,571.79	10,412.37	53.22%
6210-04	Tetter Plan - current delinquent	0	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - CURRENT SECURED	729,005	420,328.11	397,249.22	12,571.79	10,412.37	57.66%
6220	PROP. TAXES - CURRENT UNSECURED	47,500	40,966.34	27,218.54	0.00	0.00	86.24%
6230-00	Prop. Taxes - Prior Secured	30,167	13,088.93	14,180.32	0.00	0.00	
6230-01	Prior year's secured final apportionment	0	5,201.12	4,341.84	0.00	0.00	
6230-02	Secured prior years	0	0.00	0.00	0.00	0.00	
6230-03	Tax deed land sales	0	0.00	4.54	0.00	0.00	
6230-04	Tetter Plan buyout - FY1993-1994 only	0	0.00	0.00	0.00	0.00	
6230-10	Release of impounds	0	0.00	10,291.75	0.00	0.00	
6230-11	(1994 ERAF Refund)	0	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - PRIOR SECURED	30,167	18,290.05	28,818.43	0.00	0.00	60.63%
6240	TOTAL PROP. TAXES PRIOR UNSECURED	1,500	0.00	0.00	0.00	0.00	0.00%
6250	TAXES - SPECIAL DISTRICT AUGMENTATION	0	0.00	0.00	0.00	0.00	
6260	PENALTIES & COSTS ON DELINQUENT TAXES	0	0.00	0.00	0.00	0.00	
6280-00	Property taxes current supplemental	11,500	8,423.62	5,553.63	684.96	0.00	75.25%
6280-01	Final supplemental for prior years	0	370.60	483.45	0.00	0.00	
	TOTAL PROP. TAXES SUPPLEMENTAL - CURRE	11,500	8,794.22	6,037.08	684.96	0.00	76.47%
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	1,065	951.78	1,065.86	0.00	0.00	89.37%
6540	PENALTIES & COSTS ON DELINQUENT TAXES	400	3,371.58	448.40	3,062.01	0.00	
	TOTAL TAXES	821,137	492,702.08	460,837.53	16,318.76	10,412.37	60.00%



REVENUE REPORT FOR FUND 707
 (Prepared from the Orange County Auditor's Report)
 January 20, 1997

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 FEB 1998	FY1996-97 FEB 1997	FY97 YTD % REV BUD
6610-00	Interest	11,000	4,872.49	8,343.26	1,520.08	1,277.84	44.30%
6610-01	Interest - old bond fund	0	0.00	0.00	0.00	0.00	
6610-23	Interest on impounded taxes released	0	176.98	3,649.59	0.00	0.00	
	TOTAL INTEREST	11,000	5,049.47	11,992.85	1,520.08	1,277.84	45.90%
6690	STATE - HOMEOWNER PROP TAX RELIEF	15,593	7,590.20	7,457.87	0.00	0.00	48.68%
6970-00	State - ILL & Direct Loan Reimbursement	12,500	4,130.81	6,975.26	0.00	0.00	33.05%
6970-01	State - CA Foundation Funds	28,000	0.00	0.00	0.00	0.00	0.00%
6970-02	State - CA Literacy Campaign	12,000	(2,383.00)	11,887.00	0.00	0.00	-19.86%
6970-03	State - Family Literacy	0	0.00	0.00	0.00	0.00	
6970-04	State - Dept of Education 321 Grant	3,500	4,948.00	3,511.00	0.00	0.00	141.37%
6970-05	State - Project Grants	9,000	9,361.00	0.00	0.00	0.00	
6970-07	State - Timber Yield Apport	0	0.00	0.00	0.00	0.00	
	TOTAL STATE - OTHER GOVERNMENTAL	65,000	16,036.81	22,373.26	0.00	0.00	24.70%
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	0	0.00	0.00	0.00	0.00	
7670-00	LOCAL REVENUE	27,500	11,119.74	13,917.26	1,365.74	0.00	40.44%
7680	6-MONTH EXPIRED (OUTLA WED) CHECKS	0	6.20	6.96	0.00	0.00	
7810	TRANSFER FROM/TO OTHER LIBRARY FUNDS	0	0.00	0.00	0.00	0.00	
	FUND 707 TOTAL	940,230	532,524.50	516,585.73	19,204.58	11,690.21	56.64%
	FUND 707 TOTAL LESS INTERFUND TRANSFER	940,230	532,524.50	516,585.73	19,204.58	11,690.21	

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
January 20, 1998

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 FEB 1998	FY1996-97 FEB 1997	FY97 YTD % REV BUD
0100	Salaries & Wages	481,259	333,180.00	366,027.00	37,020.00	35,000.00	69.23%
0200	Retirement	70,591	55,482.34	58,965.84	32,826.34	33,672.84	78.60%
	Health Insurance/Care America	21,324	11,871.88	14,048.32	(563.04)	1,746.68	55.67%
	Long Term Disability	2,072	1,370.00	929.77	171.25	0.00	66.11%
	Vision Service Plan	937	619.60	742.70	87.80	145.70	66.10%
	Dental	3,715	2,949.73	2,496.78	381.89	0.00	79.40%
0300	Total Employee Insurance	28,049	16,811.21	18,217.57	77.90	1,892.38	59.94%
0310	Unemployment Insurance	0	0.00	0.00	0.00	0.00	
0350	Workers Compensation - General	6,000	3,142.00	4,079.00	0.00	0.00	52.37%
	TOTAL SALARIES & EMPLOYEE BENEFITS	585,899	408,615.55	447,289.41	69,924.24	70,565.22	69.74%
0700-00	Communications - Telephone	2,000	1,551.32	1,181.29	204.04	117.15	77.57%
0700-01	Communications - Modem/Fax	900	1,708.48	3,629.12	317.56	1,390.70	189.83%
0700-02	Communications - Internet/Database	3,500	2,831.03	0.00	534.90	0.00	80.89%
0700-05	Communications - Cataloging & Acquisitions Vendor	5,160	2,966.74	2,966.74	423.82	423.82	57.49%
0700-07	Communications - 321 Grant	150	424.59	285.42	42.17	37.71	283.06%
0700-08	Communications - Adult Literacy	250	127.14	149.43	38.02	0.00	50.86%
	Total Communications	11,960	9,609.30	8,212.00	1,560.51	1,969.38	80.35%
0900-00	Food - General Fund	0	18.17	0.00	0.00	0.00	
0900-07	Food - 321 Grant	50	0.00	0.00	0.00	0.00	0.00%
0900-08	Food - Adult Literacy	50	0.00	7.17	0.00	7.17	0.00%
090-009	Food - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Food	100	18.17	7.17	0.00	7.17	18.17%
1000-00	Household Expense	3,500	2,642.96	1,274.16	899.39	0.00	75.51%
1100-00	Insurance	10,552	10,183.10	11,323.44	0.00	5,740.44	96.50%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
January 20, 1998

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 FEB	FY1996-97 FEB	FY1997-98 % REV BUD
1300-00	Maintenance of Equipment - General Fund	20,000	15,358.43	11,403.01	158.17	1,990.95	76.79%
1300-07	Maintenance of Equipment - 321 Grant	0	0.00	0.00	0.00	0.00	
1300-08	Maintenance of Equipment - Adult Literacy	1,000	0.00	0.00	0.00	0.00	0.00%
1300-09	Maintenance of Equipment - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Maintenance of Equipment	21,000	15,358.43	11,403.01	158.17	1,990.95	73.14%
	HVAC	6,000	3,320.24	4,874.49	234.84	0.00	55.34%
	Carpet Cleaning	500	0.00	550.00	0.00	0.00	0.00%
	Groundskeeping, City of Placentia	18,750	16,033.20	11,907.82	3,613.89	1,913.34	85.51%
	Plumbing	1,200	942.55	821.20	0.00	0.00	78.55%
	Electrical	3,000	2,580.96	2,173.44	1,069.00	448.00	86.03%
	Cleaning Service	11,700	7,600.00	7,600.00	950.00	1,900.00	64.96%
	Locksmith	200	93.95	88.46	0.00	0.00	46.98%
	Other	1,500	1,095.19	1,562.00	678.00	678.00	73.01%
	Total Maintenance of Building & Grounds	42,850	31,666.09	29,577.41	6,545.73	4,939.34	73.90%
1600-00	Memberships - General Fund	2,400	2,659.00	2,138.00	990.00	913.00	110.79%
1600-07	Memberships - 321 Grant	200	75.00	295.00	75.00	125.00	
1600-08	Memberships - Adult Literacy	150	95.00	95.00	0.00	0.00	63.53%
1600-09	Memberships - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Memberships	2,750	2,829.00	2,528.00	1,065.00	1,038.00	102.87%
1700-00	Miscellaneous Expense - General Fund	0	0.00	0.00	0.00	0.00	
1700-07	Miscellaneous Expense - 321 Grant	0	0.00	20.00	0.00	0.00	
1700-08	Miscellaneous Expense - Adult Literacy	0	0.00	0.00	0.00	0.00	
1700-09	Miscellaneous Expense - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Miscellaneous Expense	0	0.00	20.00	0.00	0.00	

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
January 20, 1998

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 FEB 1998	FY1996-97 FEB 1997	FY97 YTD % REV BUD
	Library Supplies	4,500	2,083.72	623.07	0.00	11.91	46.30%
	Printing	7,000	5,003.17	6,406.65	41.15	0.00	71.47%
	EZ Copy - copy cards for sale to patrons	0	0.00	0.00	0.00	0.00	
	Publications	1,000	1,486.84	2,145.00	335.29	1,965.00	148.68%
	Paper	600	1,025.59	562.79	0.00	260.57	170.93%
	Drinking Water Service	300	174.65	174.65	24.95	0.00	58.22%
	Other Office Supplies	3,500	1,650.65	3,195.92	254.09	1,053.18	47.16%
1800-00	Total Office Supply Expense - General Fund	16,900	11,424.62	13,108.08	655.48	3,290.66	67.60%
1800-07	Literacy Dept Educ 321 Grant Supply Expense	0	571.00	20.00	0.00	0.00	
	Printing	3,000	903.04	1,796.25	0.00	0.00	30.10%
	Publications	2,750	1,086.41	0.00	59.85	0.00	59.51%
	Paper	50	0.00	0.00	0.00	0.00	0.00%
	Other Office Supplies	1,500	358.35	0.00	137.77	0.00	23.89%
1800-08	Total Adult Literacy Office Supply Expense	7,300	2,347.80	1,796.25	197.62	0.00	32.16%
1800-09	LSCA Grant Supply Expense	0	5,181.20	0.00	0.00	0.00	
	Total Office Expense	24,200	19,524.62	14,924.33	853.10	3,290.66	80.68%
1803-00	Postage Expense - General Fund	750	432.90	420.66	(20.00)	319.05	57.72%
1803-04	Postage Expense - LSCA II Grant	0	0.00	0.00	0.00	0.00	
1803-08	Postage Expense - Adult Literacy	400	32.00	160.00	0.00	64.00	8.00%
1803-09	Postage Expense - LSCA Grant	0	1,063.44	0.00	0.00	0.00	
	Total Postage Expense	1,150	1,528.34	580.66	(20.00)	383.05	132.90%



PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
 (Prepared from the Orange County Auditor's Report)
 January 20, 1998

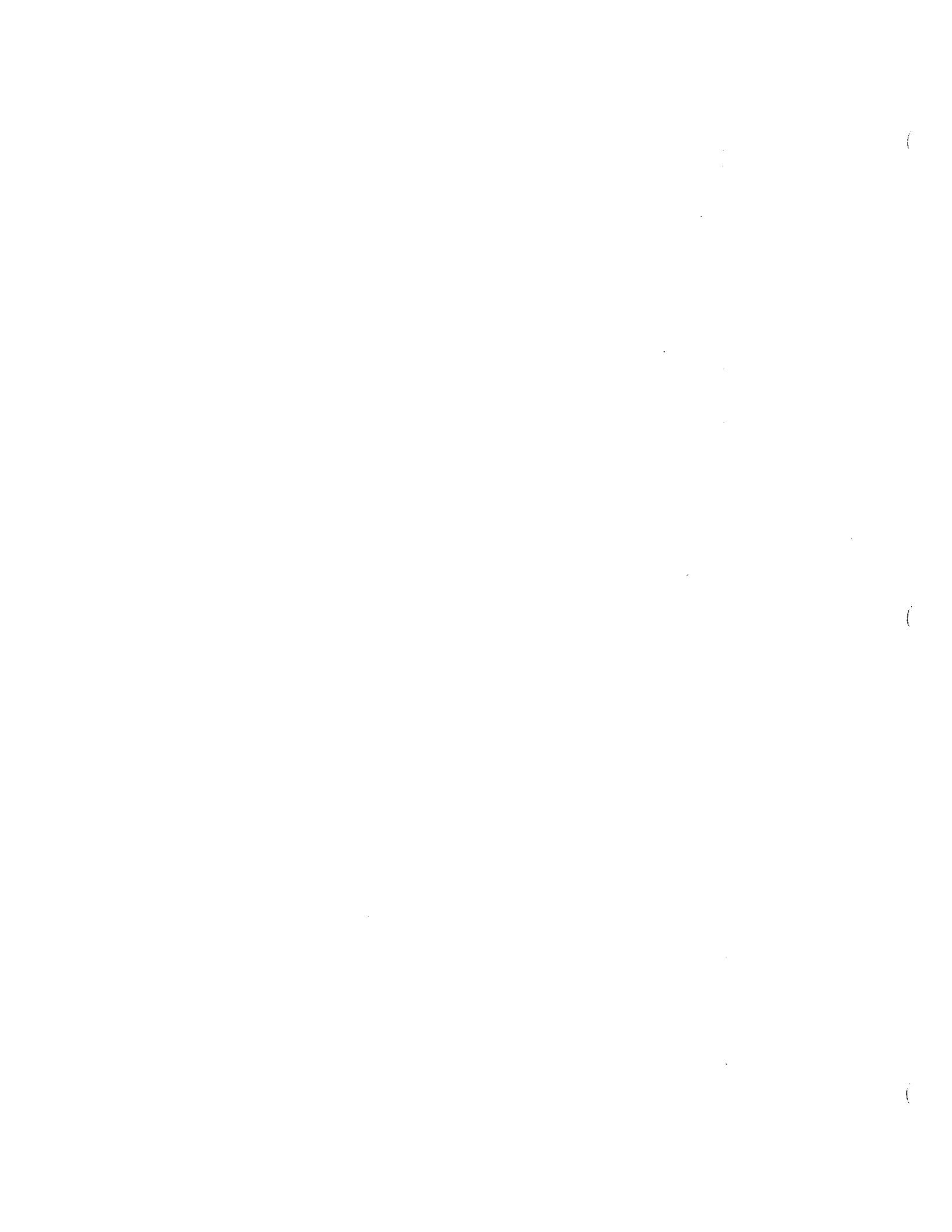
OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 FEB 1998	FY1996-97 FEB 1997	FY97 YTD % REV BUD
	Care Resources (Employee Assistance)	420	210.00	210.00	0.00	35.00	50.00%
	Pension Contribution & Operating Expenses	5,000	4,593.85	1,693.55	1,074.22	0.00	91.88%
	Anaheim Library Automated System	39,000	175.00	350.00	175.00	0.00	0.45%
	Clipping Service	420	275.68	261.68	69.42	65.42	65.64%
	Tax Collection Services & Fees by Orange County	450	122.76	328.25	(12.40)	0.00	27.28%
	Advertising	0	0.00	0.00	0.00	0.00	
	Medical Exams	500	367.50	314.50	0.00	0.00	75.50%
	Collection Services - Accounts Receivable	3,700	1,113.27	118.86	0.00	118.86	30.09%
	Audit	3,750	3,360.00	3,050.00	550.00	0.00	89.60%
	Payroll Preparation	2,300	1,557.59	1,205.67	250.60	0.00	67.72%
	Election Expenses	0	0.00	0.00	0.00	0.00	
	Staff Training in Library	0	0.00	0.00	0.00	0.00	
	Other (including OCIP Settlement Allocations)	0	3,800.03	678.24	0.00	88.26	
1900-00	Total Specialized Services - General Fund	55,540	15,575.68	8,210.75	2,106.84	307.54	28.04%
1900-01	Specialized Services - LSCA II Grant	0	0.00	0.00	0.00	0.00	
1900-07	Specialized Services - 321 Grant	1,625	571.00	450.00	0.00	450.00	
1900-08	Specialized Services - Adult Literacy	1,500	245.00	0.00	245.00	0.00	16.33%
1900-09	Specialized Services - LSCA Grant	0	3,603.99	0.00	0.00	0.00	
1900-18	Tax Collection Services & Fees by Orange County	1,900	1,153.24	1,086.90	31.43	26.03	60.70%
	Total Specialized Services	60,565	21,148.91	9,747.65	2,383.27	783.57	34.92%
2000-00	Legal Notices - General Fund	500	0.00	1,064.56	0.00	121.78	0.00%
2000-01	Legal Notices - LSCA II Grant	0	0.00	0.00	0.00	0.00	
	Total Legal Notices	500	0.00	1,064.56	0.00	121.78	0.00%
2100-00	Rents/Leases-Equipment	0	0.00	0.00	0.00	0.00	

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
January 20, 1998

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 FEB 1998	FY1996-97 FEB 1997	FY97 YTD % REV BUD
2200-00	Semi-Annual Bond Payment	66,090	66,259.01	0.00	33,244.01	0.00	100.26%
2300-00	Small Tools/Instruments	0	0.00	0.00	0.00	0.00	
2400-00	Special Department Expense - Miscellaneous	0	0.00	644.34	0.00	644.34	42.75%
2400-01	Special Department Expense- Books	10,000	4,274.53	7,424.04	983.59	0.00	118.56%
2400-02	Special Department Expense - Video	500	592.80	0.00	22.95	0.00	122.27%
2400-03	Special Department Expense - Electronic	10,000	12,226.50	12,905.87	0.00	0.00	15.27%
2400-04	Special Department Expense - Periodicals	26,000	3,971.03	5,200.97	0.00	142.38	19.75%
2400-05	Special Department Expense - Audio	1,000	197.46	0.00	39.00	0.00	
2400-07	Special Department Expense - 321 Grant	0	0.00	0.00	0.00	0.00	
2400-08	Special Department Expense - Adult Literacy	500	606.57	0.00	0.00	0.00	121.31%
2400-09	Special Department Expense - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Special Department Expense	48,000	21,868.89	26,175.22	1,045.54	786.72	45.56%
2600-00	Transportation/Travel - General	0	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	1,000	367.88	819.49	0.00	131.89	133.10%
2700-01	Transportation/Travel - Meetings, Staff Local	2,000	2,661.97	891.47	1,282.75	546.00	10.19%
2700-02	Transportation/Travel - Meetings, Board Out of Town	750	76.42	310.20	76.42	0.00	27.50%
2700-03	Transportation/Travel - Meetings, Board Local	1,000	275.00	530.00	0.00	280.00	47.76%
2700-04	Transportation/Travel - Meetings, LSCA II Grant	0	0.00	0.00	0.00	0.00	0.00%
2700-07	Transportation/Travel - Meetings, 321 Grant	1,500	716.40	177.00	56.00	29.00	
2700-08	Transportation/Travel - Meetings - Adult Literacy	500	0.00	0.00	0.00	0.00	
2700-09	Transportation/Travel - Meetings - LSCA Grant	0	0.00	9.67	0.00	0.00	
	Total Transportation/Travel - Meetings	6,750	4,097.67	2,737.83	1,415.17	986.89	60.71%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
January 20, 1998

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 FEB 1998	FY1996-97 FEB 1997	FY97 YTD % REV BUD
2800-00	Electricity	43,500	31,738.22	26,248.32	6,159.65	3,179.64	72.96%
	Gas	3,500	2,036.99	3,364.53	926.75	2,783.77	58.20%
	Water	3,000	1,992.07	2,054.34	165.21	0.00	66.40%
	Total Utilities	50,000	35,767.28	31,667.19	7,251.61	5,963.41	71.33%
	TOTAL SUPPLIES & SERVICES	349,967	242,501.77	151,242.63	56,401.50	28,001.36	69.29%
3700-00	Taxes, Assessments (Sales Tax)	864	0.00	0.00	0.00	0.00	0.00%
4000-00	Equipment - General Fund	2,500	0.00	2,625.36	0.00	0.00	0.00%
4000-07	Equipment - 321 Grant	0	0.00	0.00	0.00	0.00	0.00%
4000-08	Equipment - Adult Literacy	1,000	0.00	0.00	0.00	0.00	0.00%
4000-09	Equipment - LSCA Grant	0	0.00	0.00	0.00	0.00	0.00%
4000-11	Equipment - County Assigned Fund	0	0.00	0.00	0.00	0.00	0.00%
	Total Equipment	3,500	0.00	2,625.36	0.00	0.00	0.00%
4200-00	Structures/Improvements	0	0.00	0.00	0.00	0.00	0.00%
	TOTAL EQUIPMENT EXPENSE	3,500	0.00	2,625.36	0.00	0.00	0.00%
4807	OPERATING TRANSFER TO ANOTHER DISTRIC	0	0.00	0.00	0.00	0.00	0.00
5600	INVESTMENT POOL LOSS	0	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENSES	940,230	651,117.32	601,157.40	126,325.74	98,566.58	69.25%



Placentia Library District
Balance Sheet

February 28, 1998

Assets

General Fund - Checking	5,145.03	
Literacy Fund-Checking	0.00	
County Exempt-Checking	5,467.20	
Payroll Account	37,490.43	
Savings (P/R Support)	4,877.86	
Savings (P/R Fees)	2,274.87	
Certificates of Deposit	27,500.00	
General Fund - Savings	3,350.49	
Literacy Fund - Savings	5,061.90	
County Exempt - Savings	4,294.76	
Total Assets		95,462.54

Liabilities

Manual Payroll Checks	0.00	
Payroll Taxes Payable	(411.74)	
Deferred Comp Payable	842.45	
Insurance Payable	(846.65)	
Credit Union Payable	46.78	
Union Dues Payable	110.28	
Other Employee Deductions	656.41	
Total Liabilities		397.53

Capital

Fund Balance	95,065.01	
Total Capital		95,065.01
Total Liabilities and Capital		95,462.54

PLACENTIA LIBRARY DISTRICT
Bank Reconciliation for Sanwa Bank Account 0937-19337
General Fund Petty Cash Savings Account

February 1998

Prepared 3/12/98

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				11,494.50
Checks Out	1041	8,144.01		
TOTALS		8,144.01	0.00	
CHECKBOOK BAL				3,350.49

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PLACENTIA LIBRARY DISTRICT
Bank Reconciliation for Sanwa Bank Account 2657-00860
General Fund Petty Cash Checking Account

February 1998

Prepared 3/12/98

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				5,375.04
Checks Out	4418	40.00		
	4425	40.01		
	4426	120.00		
	4430	30.00		
	TOTALS	230.01	0.00	
CHECKBOOK BAL				5,145.03

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02/28/98

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Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 01
Period Spread Sheet
1 Period(s) Ending February 28, 1998

	Total	02/28/98
Income		
Cash Register-Audio Visual	0.00	0.00
Cash Register-Mis.	0.50	0.50
Cash Register-Fines	1,484.50	1,484.50
Cash Register-Damaged Items-Not in	0.00	0.00
Cash Register-Lost Items	131.14	131.14
Cash Register-Copy Cards	0.00	0.00
Cash Register-Fax/Laminator	0.00	0.00
Cash Register-Childrens	0.00	0.00
Cash Register-Publications	0.00	0.00
Cash Register-Reserves	71.00	71.00
Cash Register-Computer Rental	0.00	0.00
Typewriter Income	0.00	0.00
Telephone Income	0.00	0.00
Copy Machine Income	0.00	0.00
State Library Reimbursements	0.00	0.00
State Library Grants	0.00	0.00
State of California Foundation Fund	0.00	0.00
Other Grants	0.00	0.00
County Reimbursements	0.00	0.00
Interest Income - checking	0.00	0.00
Interest Income - savings	21.64	21.64
Miscellaneous Income	0.00	0.00
	-----	-----
Total Income	1,708.78	1,708.78
Cost of Sales		
	-----	-----
Gross Profit (Loss)	1,708.78	1,708.78
Expenses		
Transfers to County	8,144.01	8,144.01
Employee Insurance (030)	0.00	0.00
Food (0900)	111.82	111.82
Household Expenses (100)	0.00	0.00
Insurance (1100)	0.00	0.00
Maintenance-Equip (130)	0.00	0.00
Maintenance-Bldg (140)	120.00	120.00
Communications (070)	0.00	0.00
Memberships (160)	0.00	0.00
Office Expense (180)	111.87	111.87
Postage (183)	172.60	172.60
Prof. & Spec. Services (190)	0.00	0.00
Special Departmental Expense (240)	0.00	0.00
Transportation & Travel (270)	429.16	429.16
Utilities (280)	0.00	0.00
Equipment (400)	0.00	0.00

02/28/98

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Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 01
Period Spread Sheet
1 Period(s) Ending February 28, 1998

	Total	02/28/98
Taxes and Fees (370)	0.00	0.00
Funds in Transit	0.00	0.00
	-----	-----
Total Expenses	9,089.46	9,089.46
	-----	-----
Operating Income (Loss)	(7,380.68)	(7,380.68)
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	(7,380.68)	(7,380.68)
	=====	=====

02/28/98

Page 1
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 01
YTD Actual Spread Sheet
1 Period(s) Ending February 28, 1998

	02/28/98
Income	
Cash Register-Audio Visual	0.00
Cash Register-Mis.	45.82
Cash Register-Fines	11,801.81
Cash Register-Damaged Items-Not in Us	0.00
Cash Register-Lost Items	929.80
Cash Register-Copy Cards	0.00
Cash Register-Fax/Laminator	0.00
Cash Register-Childrens	198.00
Cash Register-Publications	0.00
Cash Register-Reserves	675.60
Cash Register-Computer Rental	0.90
Typewriter Income	24.05
Telephone Income	71.48
Copy Machine Income	0.00
State Library Reimbursements	4,130.81
State Library Grants	20,903.00
State of California Foundation Funds	0.00
Other Grants	0.00
County Reimbursements	1,879.64
Interest Income - checking	0.00
Interest Income - savings	74.83
Miscellaneous Income	0.00

Total Income	40,735.74
Cost of Sales	

Gross Profit (Loss)	40,735.74
Expenses	
Transfers to County	37,723.56
Employee Insurance (030)	0.00
Food (0900)	111.82
Household Expenses (100)	28.61
Insurance (1100)	0.00
Maintenance-Equip (130)	0.00
Maintenance-Bldg (140)	120.00
Communications (070)	0.00
Memberships (160)	40.00
Office Expense (180)	640.88
Postage (183)	637.50
Prof. & Spec. Services (190)	0.00
Special Departmental Expense (240)	0.00
Transportation & Travel (270)	2,004.74
Utilities (280)	0.00
Equipment (400)	0.00

02/28/98

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Placentia Library District Part 1 of 1 Parts
Income Statement For Department 01
YTD Actual Spread Sheet
1 Period(s) Ending February 28, 1998

	02/28/98
Taxes and Fees (370)	337.50
Funds in Transit	0.00

Total Expenses	41,644.61

Operating Income (Loss)	(908.87)
Other Income	
Other Expenses	

Net Income (Loss)	(908.87)
	=====

02/28/98

Placentia Library District
Cash Disbursements
Checkbook 5 Fiscal Year 98 Period 8
General Fund - Savings

Page

Check	Date	Payee	Amount
1041	02/17/98	O.C. Auditor	8,144.01
		0-5102-01 Transfers to County	8,144.01
		Checkbook 5 Total	8,144.01

02/28/98

Placentia Library District
Cash Disbursements
Checkbook 1 Fiscal Year 98 Period 8
General Account

Page 1

Check	Date	Payee	Amount
4420	02/02/98	U.S. Postmaster 0-5116-01 Postage (183)	148.00
4421	02/02/98	Smart & Final 0-5105-01 Food (0900)	111.82
4422	02/02/98	Price Club 0-5114-01 Office Expense (180)	71.86
4423	02/09/98	Time to Travel 0-5122-01 Transportation & Travel (270)	127.00
4424	02/10/98	NSFRE 0-5122-01 Transportation & Travel (270)	22.00
4425	02/10/98	Elizabeth Minter 0-5114-01 Office Expense (180)	40.01
4426	02/11/98	Disaster Kleenup 0-5110-01 Maintenance-Bldg (140)	120.00
4427	02/11/98	Hyatt Regency 0-5122-01 Transportation & Travel (270)	244.16
4428	02/11/98	Bolin's Mail Sender 0-5116-01 Postage (183)	24.60
4429	02/19/98	Placentia Chamber 0-5122-01 Transportation & Travel (270)	6.00
4430	02/23/98	ISDOC 0-5122-01 Transportation & Travel (270)	30.00
Checkbook 1 Total			945.45

PLACENTIA LIBRARY DISTRICT
Bank Reconciliation for Sanwa Bank Account 0935-19338
Literacy Fund Petty Cash Savings Account

February 1998

Prepared 3/12/98

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				5,061.90
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				5,061.90

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02/28/98

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Placentia Library District
Income Statement For Department 02
Period Spread Sheet
1 Period(s) Ending February 28, 1998

Part 1 of 1 Parts

	Total	02/28/98
Income		
Gifts Income	0.00	0.00
Tutor Training Income	0.00	0.00
Workshops Income	0.00	0.00
Book/Materials Income	0.00	0.00
Interest Income - checking	0.00	0.00
Interest Income - savings	10.08	10.08
Miscellaneous Income	0.00	0.00
Citizenship Tests (CASAS)	0.00	0.00
Citizenship Tests (CASAS)	0.00	0.00
Donations to Literacy	0.00	0.00
Placentopoly Games	0.00	0.00
Loan Repayment from C.E.	0.00	0.00
	-----	-----
Total Income	10.08	10.08
Cost of Sales		
	-----	-----
(ss Profit (Loss)	10.08	10.08
Expenses		
Refunds (not in use)	0.00	0.00
Travel Expense	0.00	0.00
Equipment Expense	0.00	0.00
Refreshments	0.00	0.00
Printing	0.00	0.00
LVA Expenses	0.00	0.00
Miscellaneous	0.00	0.00
Tutor Training Materials	0.00	0.00
Bank Fees	0.00	0.00
Loan to C.E. for Copier	0.00	0.00
	-----	-----
Total Expenses	0.00	0.00
	-----	-----
Operating Income (Loss)	10.08	10.08
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	10.08	10.08
	=====	=====

02/28/98

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Placentia Library District Part 1 of 1 Parts
Income Statement For Department 02
YTD Actual Spread Sheet
1 Period(s) Ending February 28, 1998

	02/28/98
Income	
Gifts Income	0.00
Tutor Training Income	150.00
Workshops Income	0.00
Book/Materials Income	0.00
Interest Income - checking	5.09
Interest Income - savings	100.22
Miscellaneous Income	0.00
Citizenship Tests (CASAS)	560.00
Citizenship Tests (CASAS)	0.00
Donations to Literacy	0.00
Placentopoly Games	80.00
Loan Repayment from C.E.	0.00
	<hr/>
Total Income	895.31
Cost of Sales	
	<hr/>
Gross Profit (Loss)	895.31
Expenses	
Refunds (not in use)	0.00
Travel Expense	0.00
Equipment Expense	0.00
Refreshments	0.00
Printing	0.00
LVA Expenses	0.00
Miscellaneous	0.00
Tutor Training Materials	0.00
Bank Fees	0.00
Loan to C.E. for Copier	6,200.00
	<hr/>
Total Expenses	6,200.00
	<hr/>
Operating Income (Loss)	(5,304.69)
Other Income	
Other Expenses	
	<hr/>
Net Income (Loss)	(5,304.69)
	<hr/> <hr/>

02/28/98

Placentia Library District
Cash Disbursements
SUMMARY

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For Fiscal Year 98, Period 8 through Fiscal Year 98, Period 8

Account Name	Total
----- * * N O A C T I V I T Y * *	

PLACENTIA LIBRARY DISTRICT
Bank Reconciliation for Sanwa Bank Account 0933-19339
County Exempt Fund Petty Cash Savings Account

February 1998

Prepared 3/12/98

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				4,294.76
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				4,294.76

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02/28/98

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Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 03
Period Spread Sheet
1 Period(s) Ending February 28, 1998

	Total	02/28/98
Income		
Cash Register-Copy Cards-Exempt Fun	0.00	0.00
Microfilm/Microfich Income	0.00	0.00
Meeting Room Income	278.00	278.00
Test Proctoring Income	120.00	120.00
Vending Machine Income	0.00	0.00
Debit Card Income	748.60	748.60
Friends Contributions	0.00	0.00
Friends - Summer Reading	0.00	0.00
Gifts Income	0.00	0.00
Special Gifts (Non Library)	0.00	0.00
Children's Dept Income	0.00	0.00
Lobbyist Income	0.00	0.00
Interest Income - checking	4.57	4.57
Interest Income - savings	8.20	8.20
Miscellaneous Income	0.00	0.00
Gulf Arab Grant Income	0.00	0.00
Community Grant Income	0.00	0.00
Directors Fund (Friends)	0.00	0.00
Camp Library (Friends)	0.00	0.00
Storytime (Friends)	0.00	0.00
Loan from Literacy	0.00	0.00
	-----	-----
Total Income	1,159.37	1,159.37
Cost of Sales		
	-----	-----
Gross Profit (Loss)	1,159.37	1,159.37
Expenses		
Copy Cards Purchase	0.00	0.00
Vend. Mach.-Repay Capital Equip.	0.00	0.00
Vending Machine Supplies	0.00	0.00
Vending Machine Repairs	0.00	0.00
Bank Fees & Services Charges	0.00	0.00
Children's Summer Reading Program	0.00	0.00
Children's Camp Library	0.00	0.00
Children's Storytime (Friends)	480.00	480.00
Children's-Other	0.00	0.00
Debit Card - Repay Capital Equip.	0.00	0.00
Friend's-Director's Fund	49.03	49.03
Friend's-Other Activities	0.00	0.00
Library Board Expenses	0.00	0.00
Meeting Room Upkeep Expenses	140.00	140.00
Gulf Arab Grant	0.00	0.00
Community Grant Expense	0.00	0.00
Miscellaneous	0.00	0.00

02/28/98

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Placentia Library District
 Income Statement For Department 03
 Period Spread Sheet
 1 Period(s) Ending February 28, 1998

Part 1 of 1 Parts

	Total	02/28/98
Lobbyist Expense	0.00	0.00
Funds in Transit	0.00	0.00
Debit Card System Repairs	0.00	0.00
Debit Cards	0.00	0.00
Copier Maintenance Contract	229.65	229.65
Copier Lease Payments	0.00	0.00
Copier Supplies	0.00	0.00
Repay loan to Lit.(copier)	0.00	0.00
	-----	-----
Total Expenses	898.68	898.68
	-----	-----
Operating Income (Loss)	260.69	260.69
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	260.69	260.69
	=====	=====

02/28/98

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Placentia Library District
Income Statement For Department 03
YTD Actual Spread Sheet
1 Period(s) Ending February 28, 1998

Part 1 of 1 Parts

	02/28/98
Income	
Cash Register-Copy Cards-Exempt Fund	0.00
Microfilm/Microfich Income	1.25
Meeting Room Income	2,248.00
Test Proctoring Income	280.00
Vending Machine Income	0.00
Debit Card Income	3,830.25
Friends Contributions	275.45
Friends - Summer Reading	0.00
Gifts Income	0.00
Special Gifts (Non Library)	0.00
Children's Dept Income	1,000.00
Lobbyist Income	0.00
Interest Income - checking	32.10
Interest Income - savings	79.30
Miscellaneous Income	0.00
Gulf Arab Grant Income	0.00
Community Grant Income	0.00
Directors Fund (Friends)	1,000.00
Camp Library (Friends)	0.00
Storytime (Friends)	1,100.00
Loan from Literacy	6,200.00

Total Income	16,046.35
Cost of Sales	

Gross Profit (Loss)	16,046.35
Expenses	
Copy Cards Purchase	491.11
Vend. Mach.-Repay Capital Equip.	0.00
Vending Machine Supplies	0.00
Vending Machine Repairs	0.00
Bank Fees & Services Charges	26.50
Children's Summer Reading Program	579.01
Children's Camp Library	284.23
Children's Storytime (Friends)	2,220.00
Children's-Other	50.00
Debit Card - Repay Capital Equip.	0.00
Friend's-Director's Fund	366.30
Friend's-Other Activities	0.00
Library Board Expenses	635.90
Meeting Room Upkeep Expenses	792.57
Gulf Arab Grant	0.00
Community Grant Expense	0.00
Miscellaneous	500.00

02/28/98

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Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 03
YTD Actual Spread Sheet
1 Period(s) Ending February 28, 1998

	02/28/98
Lobbyist Expense	1,275.52
Funds in Transit	0.00
Debit Card System Repairs	0.00
Debit Cards	0.00
Copier Maintenance Contract	2,560.29
Copier Lease Payments	8,927.00
Copier Supplies	0.00
Repay loan to Lit.(copier)	0.00

Total Expenses	18,708.43

Operating Income (Loss)	(2,662.08)
Other Income	
Other Expenses	

Net Income (Loss)	(2,662.08)
	=====

02/28/98

Placentia Library District
Cash Disbursements
Checkbook 7 Fiscal Year 98 Period 8
County Exempt - Savings

Page

Check	Date	Payee	Amount
1043	02/19/98	IKON Office Solution	229.65
		0-5327-03 Copier Maintenance Contract	229.65
		Checkbook 7 Total	229.65

02/28/98

Placentia Library District
Cash Disbursements
Checkbook 3 Fiscal Year 98 Period 8
County Exempt

Page 1

Check	Date	Payee	Amount
1127	02/03/98	Fullerton Restaurant 0-5314-03 Friend's-Director's Fund	8.62
1128	02/05/98	Alta Vista 0-5314-03 Friend's-Director's Fund	13.97
1129	02/10/98	Elizabeth Minter (p/ 0-5314-03 Friend's-Director's Fund	26.44
1130	02/18/98	Donna Bass 0-5311-03 Children's Storytime (Friends)	480.00
1131	02/24/98	Emil's Cleaning 0-5319-03 Meeting Room Upkeep Expenses	140.00
Checkbook 3 Total			669.03

02/28/98

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Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 04
YTD Actual Spread Sheet
1 Period(s) Ending February 28, 1998

	02/28/98
Income	
Transfers from County	358,668.00
Interest Income-CD's	733.88
Interest-Savings-Landmark	30.05
Interest-Savings-B of A	23.08
Miscellaneous Income	0.00

Total Income	359,455.01
Cost of Sales	-----
Gross Profit (Loss)	359,455.01
Expenses	
Salaries	309,190.73
Prepaid Salaries	0.00
Employee Benefits	0.00
Employer Payroll Taxes	22,631.06
Payroll Processing Fees	0.00
Bank Fees and Service Charges	0.00
Miscellaneous - Unknown	0.00

Total Expenses	331,821.79

Operating Income (Loss)	27,633.22
Other Income	
Other Expenses	-----
Net Income (Loss)	27,633.22
	=====

02/28/98

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Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 04
Period Spread Sheet
1 Period(s) Ending February 28, 1998

	Total	02/28/98
Income		
Transfers from County	39,852.00	39,852.00
Interest Income-CD's	0.00	0.00
Interest-Savings-Landmark	0.00	0.00
Interest-Savings-B of A	0.00	0.00
Miscellaneous Income	0.00	0.00
	<hr/>	<hr/>
Total Income	39,852.00	39,852.00
Cost of Sales		
	<hr/>	<hr/>
Gross Profit (Loss)	39,852.00	39,852.00
Expenses		
Salaries	37,179.99	37,179.99
Prepaid Salaries	0.00	0.00
Employee Benefits	0.00	0.00
Employer Payroll Taxes	2,801.21	2,801.21
Payroll Processing Fees	0.00	0.00
Bank Fees and Service Charges	0.00	0.00
Miscellaneous - Unknown	0.00	0.00
	<hr/>	<hr/>
Total Expenses	39,981.20	39,981.20
Operating Income (Loss)	(129.20)	(129.20)
Other Income		
Other Expenses		
	<hr/>	<hr/>
Net Income (Loss)	(129.20)	(129.20)
	<hr/> <hr/>	<hr/> <hr/>

02/28/98

Placentia Library District
Cash Disbursements
S U M M A R Y

Page 1

For Fiscal Year 98, Period 8 through Fiscal Year 98, Period 8

Account Name	Total
* * N O A C T I V I T Y * *	

ACQUISITIONS REPORT FOR THE MONTH OF FEBRUARY 1998
 Prepared by: Julie Sheok, Technical Services Librarian

	GENERAL FUND			ADOPT-A-BOOK			TOTAL PURCHASED			DONATED			TOTAL ITEMS		
	Amount	Volumes	Titles	Amount	Volumes	Titles	Amount	Volumes	Titles	Value	Volumes	Titles	Amount	Volumes	Titles
Adult Fiction	0.00	0	0	74.12	4	3	74.12	4	3	767.60	41	41	841.72	45	44
Adult Circulating Non-Fiction	162.96	8	7	164.33	6	6	327.29	14	13	2,110.49	108	105	2,437.78	122	118
Adult Reference	171.20	11	11	0.00	0	0	0.00	11	11	0.00	0	0	171.20	11	11
Adult Print Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Electronic Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Adult Non-Fiction	334.16	19	18	164.33	6	6	498.49	25	24	2,110.49	108	105	2,608.98	133	129
TOTAL ADULT PRINT MATERIALS	334.16	19	19	238.45	10	9	572.61	29	27	2,878.09	149	146	3,450.70	178	173
Adult Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	1,325.00	95	91	1,325.00	95	91
Adult Audio Books	0.00	0	0	0.00	0	0	0.00	0	0	244.90	7	7	244.90	7	7
Total Adult Audio	0.00	0	0	0.00	0	0	0.00	0	0	1,569.90	102	98	1,569.90	102	98
Adult Video Educational	0.00	0	0	0.00	0	0	0.00	0	0	20.00	1	1	20.00	1	1
Adult Video Entertainment	0.00	0	0	0.00	0	0	0.00	0	0	30.00	2	2	30.00	2	2
Total Adult Video	0.00	0	0	0.00	0	0	0.00	0	0	50.00	3	3	50.00	3	3
Adult Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL ADULT NON-PRINT MATERIALS	0.00	0	0	0.00	0	0	0.00	0	0	1,619.90	105	101	1,619.90	105	101
TOTAL ADULT MATERIALS	334.16	19	19	238.45	10	9	572.61	29	27	4,497.99	254	247	5,070.60	283	274
Juvenile Fiction	0.00	0	0	134.21	10	10	134.21	10	10	50.90	5	5	185.11	15	15
Juvenile Circulating Non-Fiction	155.65	7	7	244.24	14	14	399.89	21	21	152.40	10	10	552.29	31	31
Juvenile Reference	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Print Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Electronic Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Non-Fiction	155.65	7	7	244.24	14	14	399.89	21	21	152.40	10	10	552.29	31	31
TOTAL JUVENILE PRINT MATERIALS	155.65	7	7	378.45	24	24	534.10	31	31	203.90	15	15	737.40	46	46
Juvenile Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Audio Books	0.00	0	0	0.00	0	0	0.00	0	0	20.00	1	1	20.00	1	1
Total Juvenile Audio	0.00	0	0	0.00	0	0	0.00	0	0	20.00	1	1	20.00	1	1
Juvenile Video Educational	0.00	0	0	0.00	0	0	0.00	0	0	60.00	3	3	60.00	3	3
Juvenile Video Entertainment	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Video	0.00	0	0	0.00	0	0	0.00	0	0	60.00	3	3	60.00	3	3
Juvenile Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL JUVENILE NON-PRINT MATERIALS	0.00	0	0	0.00	0	0	0.00	0	0	80.00	4	4	80.00	4	4
TOTAL JUVENILE MATERIALS	155.65	7	7	378.45	24	24	534.10	31	31	283.90	19	19	817.40	50	50
Total Fiction	0.00	0	0	208.33	14	13	208.33	14	13	818.50	46	46	1,026.93	60	59
Total Non-Fiction	489.81	26	25	408.37	20	20	398.38	46	45	2,262.89	118	115	3,161.27	164	160
Total Audio	0.00	0	0	0.00	0	0	0.00	0	0	1,589.90	103	99	1,589.90	103	99
Total Video	0.00	0	0	0.00	0	0	0.00	0	0	110.00	6	6	110.00	6	6
Total Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL MATERIALS	489.81	26	25	616.90	34	33	1,106.71	60	58	4,781.29	273	266	5,888.00	333	324

OUTSTANDING ORDERS AS OF FEBRUARY 28, 1998

General Fund Amount	\$566.36	Adopt-A-Book Amount	\$2,340.38	TOTAL Amount	\$3,406.74
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ACQUISITIONS REPORT FOR FISCAL YEAR 1997-1998 THROUGH THE MONTH OF FEBRUARY
Prepared by Julie Shook, Technical Services Librarian

	GENERAL FUND			ADOPT-A-BOOK			TOTAL PURCHASED			DONATED			TOTAL ITEMS		
	Amount	Volumes	Titles	Amount	Volumes	Titles	Amount	Volumes	Titles	Value	Volumes	Titles	Amount	Volumes	Titles
Adult Fiction	12.48	1	1	2,414.69	134	130	2,427.17	135	131	6,053.38	290	290	8,480.55	425	421
Adult Circulating Non-Fiction	183.01	9	8	3,295.08	158	157	3,478.09	167	165	13,240.45	745	722	16,718.54	912	887
Adult Reference	2,064.37	47	14	0.00	0	0	2,064.37	47	14	63.00	3	3	2,127.37	50	17
Adult Print Continuitions	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Electronic Continuitions	1,133.69	1	1	0.00	0	0	1,133.69	1	1	0.00	0	0	1,133.69	1	1
Total Adult Non-Fiction	3,381.07	57	23	3,295.08	158	157	6,676.15	215	180	13,303.45	748	725	19,979.60	963	905
TOTAL ADULT PRINT MATERIALS	3,393.55	58	23	5,709.77	292	287	9,103.32	350	311	19,356.83	1,038	1,015	28,460.15	1,388	1,326
Adult Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	2,902.00	190	182	2,902.00	190	182
Adult Audio Books	450.00	28	28	214.45	5	5	664.45	33	33	262.90	8	8	927.35	41	41
Total Adult Audio	450.00	28	28	214.45	5	5	664.45	33	33	3,164.90	198	190	3,829.35	231	223
Adult Video Educational	119.85	3	3	0.00	0	0	119.85	3	3	430.00	22	22	549.85	25	25
Adult Video Entertainment	0.00	0	0	0.00	0	0	0.00	0	0	1,435.00	73	70	1,435.00	73	70
Total Adult Video	119.85	3	3	0.00	0	0	119.85	3	3	1,865.00	95	92	1,984.85	98	95
Adult Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL ADULT NON-PRINT MATERIALS	569.85	31	31	214.45	5	5	784.30	36	36	5,029.90	293	282	5,814.20	329	318
TOTAL ADULT MATERIALS	3,963.40	89	89	5,924.22	297	292	9,887.62	386	347	24,386.73	1,331	1,297	34,274.35	1,717	1,644
Juvenile Fiction	62.30	4	2	1,538.33	103	70	1,600.63	107	72	678.25	88	86	2,278.88	195	158
Juvenile Circulating Non-Fiction	207.91	11	10	1,982.10	91	87	2,190.01	102	97	900.80	79	75	3,090.81	181	172
Juvenile Reference	68.79	2	2	172.81	4	4	241.60	6	6	0.00	9	7	241.60	15	13
Juvenile Print Continuitions	0.00	0	0	0.00	35	34	0.00	35	34	0.00	0	0	0.00	35	34
Juvenile Electronic Continuitions	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Non-Fiction	276.70	13	12	2,154.91	130	125	2,431.61	143	137	900.80	88	82	3,332.41	231	219
TOTAL JUVENILE PRINT MATERIALS	339.00	17	14	3,693.24	233	195	4,032.24	250	209	1,579.05	176	168	5,611.29	426	377
Juvenile Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Audio Books	0.00	0	0	0.00	0	0	0.00	0	0	20.00	1	1	20.00	1	1
Total Juvenile Audio	0.00	0	0	0.00	0	0	0.00	0	0	20.00	1	1	20.00	1	1
Juvenile Video Educational	0.00	0	0	0.00	0	0	0.00	0	0	60.00	3	3	60.00	3	3
Juvenile Video Entertainment	0.00	0	0	0.00	0	0	0.00	0	0	135.00	9	9	135.00	9	9
Total Juvenile Video	0.00	0	0	0.00	0	0	0.00	0	0	195.00	12	12	195.00	12	12
Juvenile Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL JUVENILE NON-PRINT MATERIALS	0.00	0	0	0.00	0	0	0.00	0	0	215.00	13	13	215.00	13	13
TOTAL JUVENILE MATERIALS	339.00	17	14	3,693.24	233	195	4,032.24	250	209	1,794.05	189	181	5,826.29	439	390
Total Fiction	74.78	5	3	3,953.02	237	200	4,027.80	242	203	6,731.63	378	376	10,759.43	620	579
Total Non-Fiction	3,657.77	70	35	5,449.99	288	282	9,107.76	358	317	14,204.25	836	807	23,312.01	1,194	1,124
Total Audio	450.00	28	28	214.45	5	5	664.45	33	33	3,184.90	199	191	3,849.35	232	224
Total Video	119.85	3	3	0.00	0	0	119.85	3	3	2,060.00	107	104	2,179.85	110	107
Total Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL MATERIALS	4,302.40	106	69	9,617.46	530	487	13,919.86	636	556	26,180.78	1,520	1,478	40,100.64	2,156	2,034

TO: Elizabeth D. Minter, Library Director
 FROM: Peggy Burkich, Circulation Supervisor PB
 DATE: March 17, 1998
 SUBJECT: ACS: Overdue Collection Report for Month of February

The report was not received from ACS Collection Agency as of March 12, 1998. Attachment A is enclosed.

A summary of the current status is as follows:

FY 1997-98	# New Accounts Submitted	Total # Active Accounts	# Paid In Full Curr. Month	Amount Received Curr. Month	# Written Off Suspended Curr. Month
July	24	23	7	1,880.00	34
August	23	39	5	319.58	36
September	13	33	0	0.00	0
October	7	14	10	703.45	0
November	8	33	1	31.00	8
December	8	8	1	12.70	0
January	12	20	0	0.00	0
February					
March					
April					
May					
June					
TOTAL YTD	95	170	24	2,946.73	78



TO: Elizabeth Minter, Library Director
FROM: Peggy Burkich, Circulation Supervisor *PB*
DATE: March 17, 1998
SUBJECT: **Collection Agency Update**

Placentia Library District is in the process of changing from American Agencies Collection System to Unique Management Services, Inc. There has been no change since the February board meeting.

The consortium met January 21, 1998 at Placentia Library to discuss the progress being made. Currently Debt. Collect can not produce reports. Future development of Software update is being considered.

TO: Library Board of Trustees
 FROM: Elizabeth D. Minter, Library Director
 DATE: March 17, 1998
 SUBJECT: DEBIT CARD SYSTEM REIMBURSEMENT FEBRUARY, 1998

SUMMARY OF PRINTER/COPIER ACCOUNTS FEBRUARY, 1998

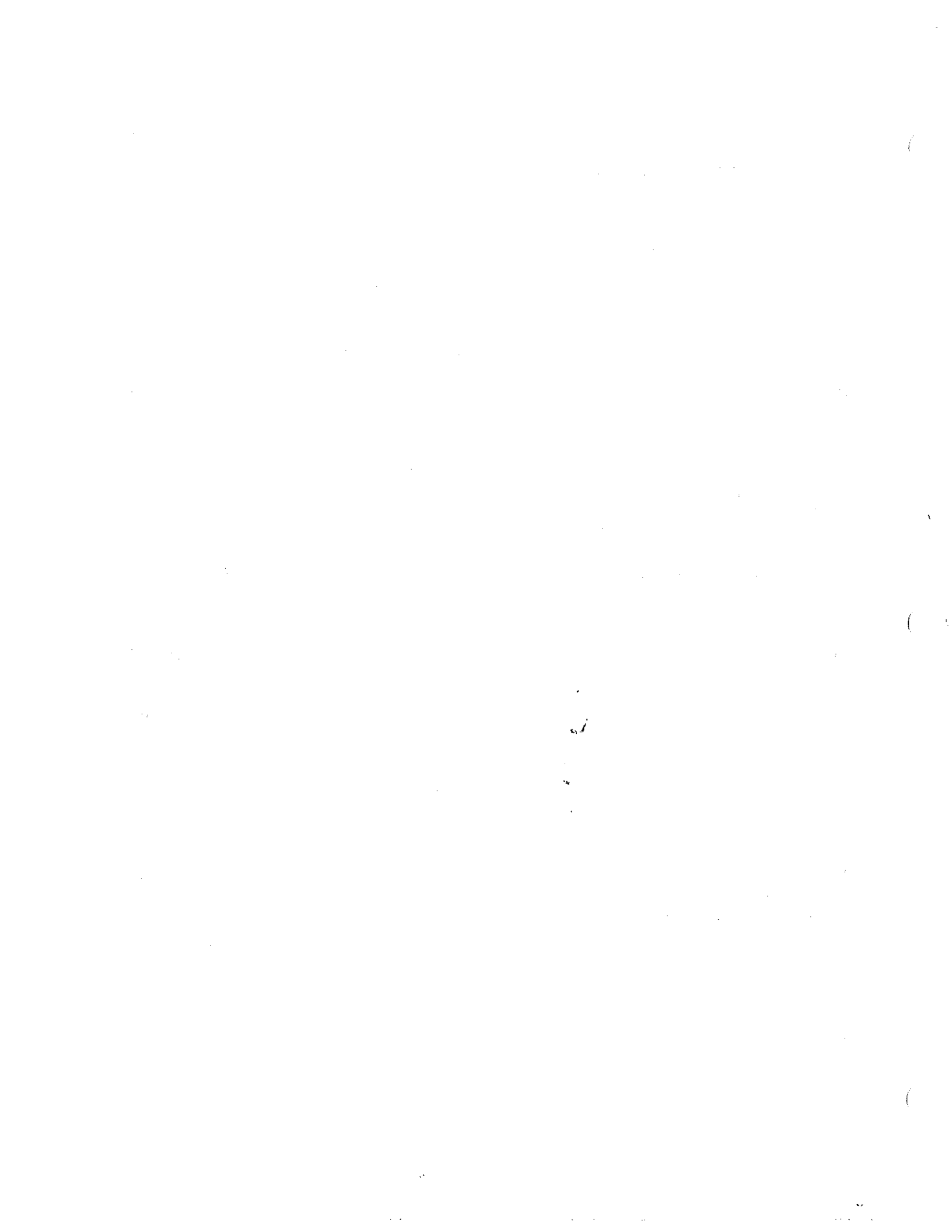
Beginning Balance 2/01/98			(\$ 1,648.69)
	<u>Income</u>	<u>Expend.</u>	
Total Deposits in February	748.60		
Total Materials & Supplies		0.00	
Total Repairs		0.00	
Total Copier Paper Expense		0.00	
Total Copier Lease Payments in February		229.65	
Total Copier Maintenance Payment in February		0.00	
Debit Card System Loan Payback	<u>748.60</u>	<u>0.00</u>	
		229.65	
Ending Balance 02/28/98			<u>(\$ 1,129.74)</u>

March payment \$ 0.00

SUMMARY OF PRINTER/COPIER LOAN ACTIVITY

Loan Amount as of 10/3/96 (Fund 702)	16,559.50
Loan Repayment through 05/31/97	(8,565.48)
Loan Amount as of 07/31/96 (Literacy Fund)	6,200.00
February Purchases (Fund 702)	0.00
February Payment (Fund 702)	0.00
February Payment (Literacy Fund)	<u>0.00</u>
Balance 02/28/98	<u>\$ 14,194.02</u>

Prepared by: Charlene Dumitru



TO: Foundation Board of Directors
 FROM: Elizabeth D. Minter, Library Director *EAM*
 DATE: March 17, 1998
 SUBJECT: GIFT REPORT
 (note: figures from author's luncheon are not yet available)

The following gifts were received from February 13, 1998 - March 6, 1998

ADOPT-A-BOOK REGULAR DONATIONS

Karen Cain in honor of Ruth Cain
 Ruth Cain
 Legar and Claire
 Jo Ann Nelson
 Miriam Sheddon

TOTAL REGULAR DONATIONS 130.00

ADOPT-A-BOOK - DIRECT MAIL CAMPAIGN

Patricia Higgins - in honor of Helen Higgins
 Linda Mitchell
 Donald and Carol Swearingen

TOTAL DIRECT MAIL 255.00

**ADOPT-A-BOOK
 CORPORATE SPONSORS**

Brodart Co.
 Excalibur Extrusions
 Dura-Chem, Inc.
 McMullen & Argus Publishing
 Southern California Water Co.
 Taorimina Industries

TOTAL CORPORATE SPONSORS 2,000.00

TOTAL ADOPT-A-BOOK 2,385.00

BOOK ENDOWMENT DONATIONS

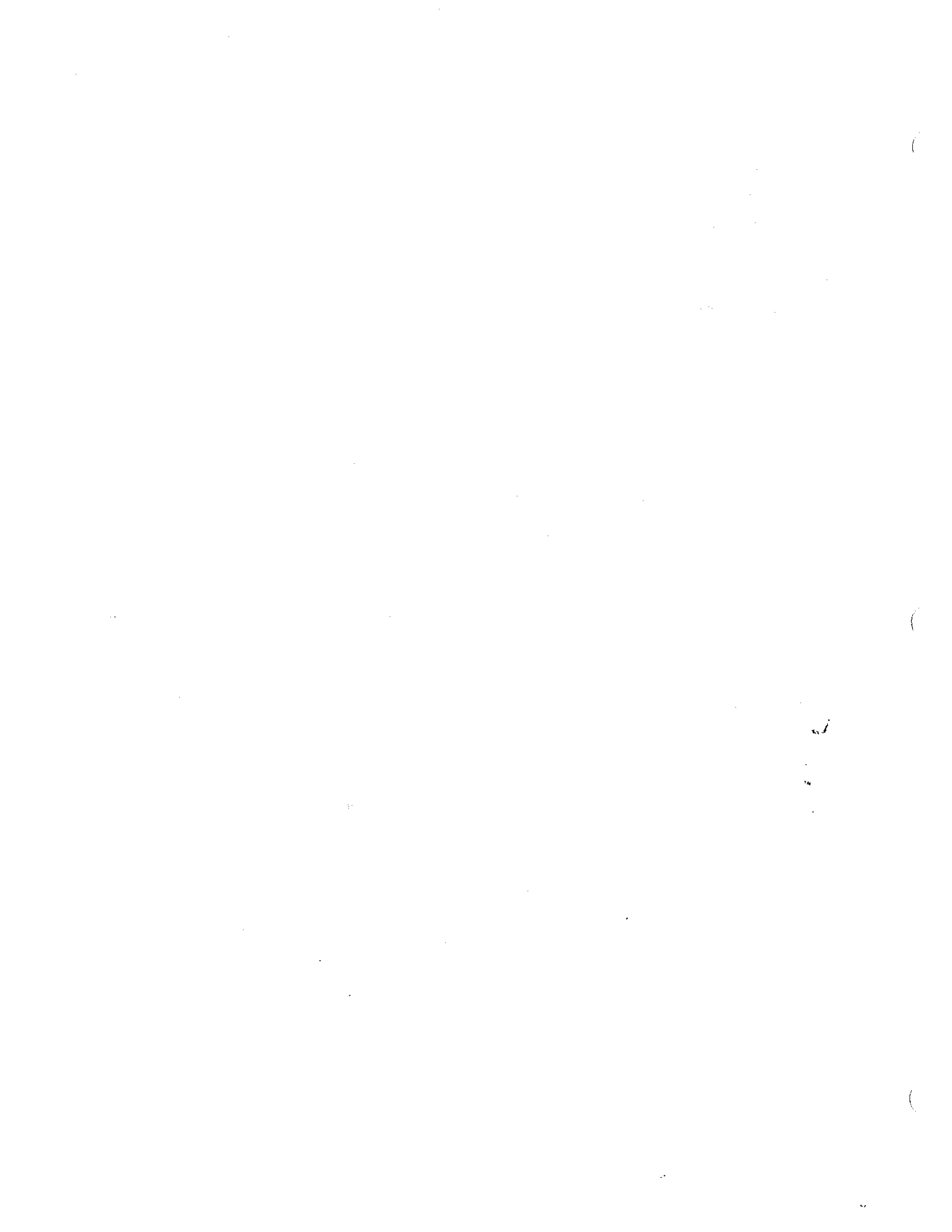
REGULAR BOOK ENDOWMENT 0.00

OPERATING FUND DONATIONS

Jane DeJovine

TOTAL OPERATING FUND 250.00

TOTAL DONATIONS 2,635.00



TO: Elizabeth D. Minter, Library Director

FROM: Charlene Dumitru, Administrative Assistant

DATE: March 19, 1998

SUBJECT: **BUILDING MAINTENANCE REPORT FOR MONTH FEBRUARY, 1998**

1. **Air Conditioning** - Regular inspection of HVAC system.
2. **Lighting** - Regular inspection, cleaning and replacement of overhead lighting.
3. **Carpet** - Water vacuumed from conference room carpets twice after leakage during storms. Request placed with City Maintenance to check drains on roof and replace broken drain pipe on ground near conference room door.
4. **Bookdrop** - Parking lot bookdrop became flooded due to water seeping in from bottom. City Maintenance is recalking and replacing floor in bookdrop.



TO: Library Board of Trustees
FROM: Elizabeth Minter, Library Director ^{4/17}
DATE: March 17, 1998
SUBJECT: **PERSONNEL REPORT FOR FEBRUARY, 1998**

RESIGNATIONS:

Michelle Barrett, Part-time Student Shelver (Circulation), effective February 12, 1998

TERMINATIONS:

None

APPOINTMENTS:

None

OPEN POSITIONS:

None

Prepared by: Charlene Dumitru

TO: Elizabeth Minter, Library Director
 FROM: Cheryl Willaust, ^{CP}Volunteer Coordinator
 SUBJECT: Volunteer Report for the Month of February 1998

CUMULATIVE RECORD OF VOLUNTEER WORK HOURS

REGULAR	FY97/98 February	FY97/98 YTD	Starting	Cumulative
Andrade, Linda	6.00	67.00	9/95	20.75
Boelman, Marge	2.00	11.25	1/98	11.25
Boul, Stan	0.00	4.00	1/98	4.00
Covington, Darlene	0.00	34.00	3/95	345.00
Cummings, Dottie	0.00	11.50	1/97	56.00
Deputy, Paul	14.50	169.50	7/82	6,373.00
Fioroni, Pete	9.00	39.50	3/97	55.25
Fioroni, Ruth	9.00	39.50	3/97	55.25
Fitzgerald, Joan	15.75	134.00	10/93	1,156.00
Godwin, Nita	1.00	30.50	2/96	126.25
Grismer, Luci	0.00	31.00	12/93	137.25
Hemmerling, Barbara	9.00	55.75	10/95	228.25
Hochman, Sue	4.00	12.25	1/98	12.25
Horrocks, Marjorie	4.00	31.00	10/95	145.00
Irot, Pat	0.00	160.50	2/96	699.50
Livesey, Jane	7.00	55.75	4/96	168.50
Lord, Audrey	15.50	60.00	10/97	60.00
Malik, Shamim	21.00	251.50	5/97	331.50
Mignot, Shirley	5.50	47.00	9/95	211.00
Mockler, Amanda	0.00	4.00	7/96	110.50
Ayers, Claire	18.00	115.50	10/95	408.50
Olson, Bob	2.00	30.25	9/95	131.50
Olson, Jeanne	2.00	24.00	9/95	108.25
O'Neil-Zorn, Edie	0.00	3.75	1/97	23.50
Schlichter, Allan	8.00	60.25	10/93	434.50
Shaw, Dixie	2.50	14.50	5/94	114.75
Stark, Allan	0.00	10.00	4/97	15.50
Stark, Sandra	1.50	13.00		78.00
Stoller, Frances	0.00	2.00		96.00
Wymer, Betty	6.00	87.75	1/96	275.00
J.T.P.A. / Job Training Partnership Act	61.50	503.50		684.50
S.T.E.P. / Senior Training & Employment Program	240.00	1,544.50		3,514.75
TOTAL	464.75	3,657.25		16,390.00

TEMPORARAY VOLUNTEERS

	FY97/98		FY97/98		
	February	YTD	February	YTD	
Alonso, Lucia	7.50	10.50	Lin, Jeff	0.00	27.00
Araia, Nazlee	0.00	10.00	Lin, Sherry	0.00	14.00
Ataris, Andy	2.50	7.50	Lin, Steven	0.00	35.00
Bengstern, Bob	0.00	7.25	Lopez, Armando	0.00	30.00
Bickford, Lance	0.00	2.50	Lui, Wen-Tsu	0.00	28.75
Bone, Shawnda	0.00	4.50	Minh, David	0.00	15.00
Blonston, Scott	0.00	5.00	Mirza, Rabia	0.00	3.25
Burke, Marsha	7.50	7.50	Mohan, Kavita	0.00	25.25
Burns, John	0.00	5.00	Mordovskoi, Andy	11.00	11.00
Campos, Wendy	0.00	5.00	Nguyen, Hien	0.00	10.00
Chang, Albert	0.00	24.00	Oakins, Cindy	7.50	14.50
Chib, Sheetal	0.00	28.00	O'Brien, Cathy	0.00	2.50
Chou, Katherine	0.00	49.75	Patel, Ashish	0.00	77.50
Cipres, Marcella	0.00	12.00	Patel, Mayur	0.00	21.00
Curtis, Mike	5.00	5.00	Peck, John	0.00	2.50
Dadhaniya, Ammie	0.00	3.00	Perez, Manual	0.00	7.50
Dakins, Cindy	0.00	2.50	Pham, Nan	0.00	3.25
El Mohawar, Samah	0.00	12.00	Pham, Tu	0.00	3.25
Fahim, Fady	0.00	66.50	Pi, Irene	0.00	3.25
Fahim, Runia	0.00	80.50	Pinkevich, Alex	0.00	11.00
Giorgi, Charlie	0.00	12.00	Reed, Robert	0.00	7.50
Govea, Melissa	0.00	13.00	Rorex, Jamie	2.50	2.50
Gunda, Divya	6.00	17.00	Shah, Niketa	0.00	2.00
Guzman, Jessica	2.00	10.50	Silva, Pamela	0.00	16.25
Harnett, Tom	2.50	21.75	Soo, Mary	4.00	45.00
Hayashi, Colleen	0.00	2.50	Stewart, Morgan	0.00	30.00
Hayashi, Kristen	0.00	2.50	Tolu, Sonuyi	0.00	35.25
Issacs, Ryan	0.00	10.00	Um, Tricia	0.00	28.00
Jaques, Lura	0.00	11.00	Vasquez, Joel	2.25	4.50
Kal, Jarhou	0.00	62.50	Vila, Eric	0.00	6.00
Kim, Brian	0.00	2.50	Vo, Anh-Thu	0.00	3.25
Kumar, Puesh	5.00	28.00	Yada, Julie	2.50	21.50
LaBonte, Ryan	0.00	10.25	Yorga, Greg	10.00	32.50
Lichtenstein, George	0.00	1.00	Yu, Liang	3.50	38.75
Lim, Michael	0.00	7.00	Yu, Stacy	0.00	13.00
TOTAL	27.00	569.50	TOTAL	41.75	634.00

LVA VOLUNTEERS

Literacy Volunteer Hours 450.00

TOTAL VOLUNTEER HOURS 983.5

REGULAR VOLUNTEERS are committed to an on-going program each week
 LITERACY VOLUNTEERS are involved in tutoring and other volunteer projects for the Literacy Campaign.
 TEMPORARY VOLUNTEERS are working for a project in school, church, scouts, or court referral cases.

	Regular/Temp. Volunteers			Literacy Volunteers		
	FY95/96	FY96/97	FY97/98	FY95/96	FY96/97	FY97/98
July	433.00	808.25	898.50	423.00	457.00	818.00
August	573.00	776.75	864.25	333.50	209.00	405.00
September	354.25	773.75	433.00	377.50	279.00	376.00
October	432.25	756.50	486.00	580.00	482.00	435.00
November	418.00	519.75	492.75	449.50	257.00	369.00
December	301.00	370.00	556.00	297.50	142.00	273.00
January	361.25	488.60	558.25	469.00	367.00	301.00
February	339.25	480.00	533.50	601.50	517.00	450.00
March	410.50	675.00		476.00	493.00	
April	702.25	788.00		455.00	633.00	
May	473.00	620.50		445.00	430.00	
June	437.25	740.25		270.00	380.00	

Placentia Library District
Circulation Report
MARCH 17, 1998

	FY97-98 YTD	FY96-97 YTD	% CHANGE FY97 TO FY98	FY97-98 FEB 98	FY96-97 FEB97
1st Time Checkouts	108,582	122,277	-11.20%	11,873	13,666
Phone Renewals	8,227	8,322	10.87%	1,173	1,096
In-Building Renewals	8,582	12,307	-30.27%	907	1,426
Total Renewals	17,809	20,629	-13.67%	2,080	2,522
TOTAL CHECKOUTS	126,391	142,906	-11.56%	14,053	16,188
On-Time Checkins	103,399	119,872	-13.74%	10,767	12,503
Late Checkins	20,381	23,824	-14.54%	2,305	2,385
TOTAL CHECKINS	123,760	143,696	-13.87%	13,072	14,888
Holds Placed	2,405	2,854	-15.73%	241	393
Holds Cancelled	490	510	-3.92%	49	51
Holds Filled	2,227	2,483	-10.31%	245	288
Holds Expired	25	13	92.31%	5	0
Overdue Items	7,566	7,547	0.25%	973	1,099
Overdue Notices	3,183	3,364	-5.39%	431	462
Billing Notices	3,798	4,113	-7.66%	418	429
Patrons Registered	2,287	2,289	-0.09%	275	267
Titles Added	4,166	4,169	-0.07%	564	279
Volumes Added	7,606	8,083	-5.90%	945	462
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	54,290	65,968	-17.70%	6,193	7,353
Juvenile Print	62,620	63,580	-1.51%	6,855	7,550
Total Print	116,910	129,548	-9.78%	13,048	14,903
Audio	3,988	5,619	-29.03%	416	553
Visual	6,153	7,725	-20.35%	589	731
Equipment	0	0	0.00%	0	0
Total Audio Visual	10,141	13,344	-24.00%	1,005	1,284
TOTAL CIRCULATION	128,391	142,906	-11.56%	14,053	16,188
Placentia Circulation	82,650	87,279	-5.30%	8,747	10,474
% Placentia Circulation	65.05%	61.08%	6.50%	62.24%	64.71%
Anaheim/Yorba Linda Circulation	22,340	27,970	-20.13%	2,535	2,773
% Anaheim/Yorba Linda Circulation	17.58%	19.57%	-10.17%	18.04%	17.13%
TYPES OF ACTIVE BORROWERS					
Adult	80,602	96,892	-16.90%	9,049	10,732
Young Adult	2,683	2,190	22.51%	354	273
Juvenile	35,017	35,018	-0.00%	3,749	4,297
New Borrower	8,738	8,667	0.80%	696	886
Non Resident	0	2	0.00%	0	0
Other	0	0	0.00%	0	0
TOTAL ACTIVE BORROWERS	127,038	142,869	-11.08%	14,048	16,188
TOTAL REGISTERED BORROWERS	27,776			27,776	
ATTENDANCE					
Adult Reference - In Building	8,986	9,433	-4.74%	1,213	1,096
Adult Reference - Telephone	2,020	1,982	1.92%	265	238
Children's Reference - In Building	6,105	4,851	31.26%	784	708
Children's Reference - Telephone	277	322	-13.98%	41	24
Total Adult Reference	11,006	11,415	-3.58%	1,478	1,334
Total Children's Reference	6,382	4,973	28.33%	825	732
Total In Building Reference	15,091	14,084	7.15%	1,997	1,804
Total Telephone Reference	2,297	2,304	-0.30%	306	262
TOTAL REFERENCE	17,388	16,388	6.10%	2,303	2,066

Placentia Library District
In-Building Electronic Magazine Usage
February

Usage Summary	FY97-98	
	Feb-98	YTD
Total Sessions	258	2,425
Total Connect Time (minutes)	3,910	36,380
Average Viewing Time (minutes)	15	15
Total Articles Viewed	1,379	13,084
Total Articles Printed	39	246
Total Magazine Titles Used	394	948

Usage by Type of Magazine

Category	Number of Logins	
	Jan-98	YTD*
Business -- Current	17	155
Business -- Backfile	0	22
TOTAL BUSINESS	17	177
General Reference -- Current	230	1,765
General Reference -- Backfile	33	178
TOTAL GENERAL REFERENCE	263	1,943
HEALTH -- Current	34	188

Usage by Type of Magazine

Category	Articles Viewed	
	Jan-98	YTD*
Business -- Current	124	718
Business -- Backfile	0	75
TOTAL BUSINESS	124	793
General Reference -- Current	945	8,000
General Reference -- Backfile	96	516
TOTAL GENERAL REFERENCE	1,041	8,516
HEALTH -- Current	215	891

Usage by Type of Magazine

Category	Articles Printed	
	Jan-98	YTD*
Business -- Current	2	11
Business -- Backfile	0	3
TOTAL BUSINESS	2	14
General Reference -- Current	25	166
General Reference -- Backfile	5	21
TOTAL GENERAL REFERENCE	30	187
HEALTH -- Current	7	17

*Data not available for Jul and Aug

CITY OF PLACENTIA INVOICES

PERIOD COVERED FY1995-1996	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul-95	8/11/95	5,270.46	724.83	835.38	0.00	0.00	0.00	6,830.67
Aug-95	9/11/95	5,423.86	720.61	835.38	107.50	0.00	0.00	7,087.35
Sep-95	10/5/95	5,607.26	523.47	835.38	40.78			7,006.89
Oct-95	11/9/95	4,341.85	712.90	835.38	539.57			6,429.70
Nov-95	12/8/95	3,678.53	718.12	835.38			255.66	5,487.69
Dec-95	1/26/96	3,594.00	852.78	835.38	107.50			5,389.66
Jan-96	2/7/96	3,259.95	753.70	835.38	128.50			4,977.53
Feb-96	3/21/96	3,739.72	765.96	835.38	289.69			5,630.75
Mar-96	5/6/96	3,548.04	751.47	835.38	107.50			5,242.39
Apr-96	6/11/96	3,839.44	759.92	835.38	107.50		1,660.73	7,202.97
May-96	7/9/96	3,119.00	840.14	835.38	107.50			4,902.02
Jun-96	7/10/96	2,652.71	641.34	835.38	107.50			4,236.93
TOTAL		48,074.82	8,765.24	10,024.56	1,643.54	0.00	1,916.39	70,424.55
AVG		4,006.24	730.44	835.38	136.96			5,868.71

PERIOD COVERED FY1996-1997	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul-96	9/4/96	4,685.02	831.65	835.38	0.00	0.00	0.00	6,352.05
Aug-96	9/26/97	4,435.31	835.38	763.96	57.32			6,091.97
Sep-96	10/15/96	4,534.17	835.38	761.80	107.50			6,238.85
Oct-96	11/18/96	3,642.18	835.38	763.49	0.00			5,241.05
Nov-96	12/18/96	3,179.64	835.38	755.46	322.50			5,092.98
Dec-96	2/7/97	3,213.07	0.00	921.83	215.00			4,349.90
Jan-97	2/20/97	2,789.27	835.38	671.71	119.64			4,416.00
Feb-97	4/2/97	3,093.58	818.37	684.17	215.00			4,811.12
Mar-97	5/2/97	3,336.96	1,636.74	671.71	0.00			5,645.41
Apr-97	5/29/97	3,262.31	818.37	672.49				4,753.17
May-97	7/8/97	3,723.76	863.00	683.64	2,472.50			7,742.90
Jun-97	8/6/97	4,389.35	818.37	930.68	107.50			6,245.90
TOTAL		44,284.62	9,963.40	9,116.32	3,616.96	0.00	0.00	66,981.30
AVG		3,690.39	830.28	759.69	301.41			5,581.78

PERIOD COVERED FY1997-1998	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul-97	9/3/97	4,771.45	854.45	640.71				6,266.61
Aug-97	10/9/97	4,546.43	818.47	644.94				6,009.84
Sep-97	10/28/97	4,629.79	818.37	764.59				6,212.75
Oct-97	12/8/97	3,517.79	818.37	753.82	430.00			5,519.98
Nov-97	2/5/98	3,139.17	818.37	763.59	171.26			4,892.39
Dec-97	2/5/98	3,020.48	818.37	756.00	286.25			4,881.10
Jan-98	3/3/98	2,802.37	818.37	796.49	107.50			4,524.73
Feb-98								0.00
Mar-98								0.00
Apr-98								0.00
May-98								0.00
Jun-98								0.00
TOTAL		26,427.48	5,764.77	5,120.14	995.01	0.00	0.00	38,307.40
AVG		3,775.35	823.54	731.45	142.14			5,472.49

TOTAL DOLLARS SPENT

FY1995-1996	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul 1995	1,213.32	204.00	32.34	1,449.66	724.83
Aug 1995	1,213.32	204.00	23.89	1,441.21	720.61
Sep 1995	853.52	174.00	19.41	1,046.93	523.47
Oct 1995	1,212.82	204.00	8.97	1,425.79	712.90
Nov 1995	1,212.82	204.00	19.41	1,436.23	718.12
Dec 1995	1,308.10	333.00	64.45	1,705.55	852.78
Jan 1996	1,283.50	204.00	19.90	1,507.40	753.70
Feb 1996	1,283.50	204.00	44.41	1,531.91	765.96
Mar 1996	1,283.50	204.00	15.43	1,502.93	751.47
Apr 1996	1,283.50	204.00	32.34	1,519.84	759.92
May 1996	1,348.84	279.00	52.44	1,680.28	840.14
Jun 1996	1,089.28	174.00	19.41	1,282.69	641.35
TOTAL	14,586.02	2,592.00	352.40	17,530.42	8,765.21
AVG	1,215.50	216.00	29.37	1,460.87	730.43

TOTAL DOLLARS SPENT

FY1996-1997	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul 1996	1,348.84	279.00	35.46	1,663.30	831.65
Aug 1996	1,229.50	279.00	19.41	1,527.91	763.96
Sep 1996	1,229.50	279.00	15.10	1,523.60	761.80
Oct 1996	1,229.50	264.00	33.47	1,526.97	763.49
Nov 1996	1,229.50	264.00	17.41	1,510.91	755.46
Dec 1996	1,400.20	408.00	35.46	1,843.66	921.83
Jan 1997	1,090.00	234.00	19.41	1,343.41	671.71
Feb 1997	1,090.00	236.40	41.93	1,368.33	684.17
Mar 1997	1,090.00	234.00	19.41	1,343.41	671.71
Apr 1997	1,090.00	234.00	20.97	1,344.97	672.49
May 1997	1,090.00	234.00	43.27	1,367.27	683.64
Jun 1997	1,463.92	324.00	73.44	1,861.36	930.68
TOTAL	14,580.96	3,269.40	374.74	18,225.10	9,112.55
AVG	1,215.08	272.45	31.23	1,518.76	759.38

TOTAL DOLLARS SPENT

FY1997-1998	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul-97	1,090.00	174.00	17.41	1,281.41	640.71
Aug-97	1,090.00	174.00	25.87	1,289.87	644.94
Sep-97	1,284.22	204.00	40.96	1,529.18	764.59
Oct-97	1,284.22	204.00	19.51	1,507.73	753.87
Nov-97	1,284.22	204.00	38.96	1,527.18	763.59
Dec-97	1,284.22	204.00	23.88	1,512.10	756.05
Jan-98	1,315.54	264.00	13.44	1,592.98	796.49
Feb-98				0.00	0.00
Mar-98				0.00	0.00
Apr-98				0.00	0.00
May-98				0.00	0.00
Jun-98				0.00	0.00
TOTAL	8,632.42	1,428.00	180.03	10,240.45	5,120.23
AVG	1,233.20	204.00	25.72	1,462.92	731.46

DOLLARS BY TYPE OF WORKER

FY1995-1996	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
Aug 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
Sep 1995	248.88	204.08	48.24	0.00	352.32	853.52
Oct 1995	248.88	255.10	48.24	0.00	660.60	1,212.82
Nov 1995	248.88	255.10	48.24	0.00	660.60	1,212.82
Dec 1995	248.88	255.10	48.24	95.28	660.60	1,308.10
Jan 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
Feb 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
Mar 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
Apr 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
May 1996	326.70	270.00	51.04	0.00	701.10	1,348.84
Jun 1996	261.36	216.00	51.04		560.88	1,089.28
TOTAL	3,126.78	3,046.58	595.68	95.28	7,721.70	14,586.02
AVG	260.57	253.88	49.64	7.94	643.48	1,215.50

DOLLARS BY TYPE OF WORKER

FY1996-1997	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1996	326.70	270.00	51.04	0.00	701.10	1,348.84
Aug 1996	261.36	216.00	51.04	0.00	701.10	1,229.50
Sep 1996	261.36	216.00	51.04	0.00	701.10	1,229.50
Oct 1996	261.36	216.00	51.04	0.00	701.10	1,229.50
Nov 1996	261.36	216.00	51.04	0.00	701.10	1,229.50
Dec 1996	327.60	270.00	51.04	50.46	701.10	1,400.20
Jan 1997	262.08	216.00	51.04	0.00	560.88	1,090.00
Feb 1997	262.08	216.00	51.04	0.00	560.88	1,090.00
Mar 1997	262.08	216.00	51.04	0.00	560.88	1,090.00
Apr 1997	262.08	216.00	51.04	0.00	560.88	1,090.00
May 1997	262.08	216.00	51.04	0.00	560.88	1,090.00
Jun 1997	262.08	216.00	51.04	0.00	934.80	1,463.92
TOTAL	3,272.22	2,700.00	612.48	50.46	7,945.80	14,580.96
AVG	272.69	225.00	51.04	4.21	662.15	1,215.08

DOLLARS BY TYPE OF WORKER

FY1997-1998	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-97	262.08	216.00	51.04	0.00	560.88	1,090.00
Aug-97	262.08	216.00	51.04	0.00	560.88	1,090.00
Sep-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Oct-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Nov-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Dec-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Jan-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Feb-98						0.00
Mar-98						0.00
Apr-98						0.00
May-98						0.00
Jun-98						0.00
TOTAL	1,840.40	1,788.80	358.56	0.00	4,644.66	8,632.42
AVG	262.91	255.54	51.22	0.00	663.52	1,233.20

TIME BY TYPE OF WORKER

FY1995-1996	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul 1995	8.00	10.00	2.00	0.00	30.00	50.00
Aug 1995	8.00	10.00	2.00	0.00	30.00	50.00
Sep 1995	8.00	8.00	2.00	0.00	16.00	34.00
Oct 1995	8.00	10.00	2.00	0.00	30.00	50.00
Nov 1995	8.00	10.00	2.00	0.00	30.00	50.00
Dec 1995	8.00	10.00	2.00	4.00	30.00	54.00
Jan 1996	8.00	10.00	2.00		30.00	50.00
Feb 1996	8.00	10.00	2.00		30.00	50.00
Mar 1996	8.00	10.00	2.00		30.00	50.00
Apr 1996	8.00	10.00	2.00		30.00	50.00
May 1996	10.00	10.00	2.00		30.00	52.00
Jun 1996	8.00	8.00	2.00		24.00	42.00
TOTAL	98.00	116.00	24.00	4.00	340.00	582.00
AVG	8.17	9.67	2.00	0.33	28.33	48.50

TIME BY TYPE OF WORKER

FY1996-1997	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul 1996	10.00	10.00	2.00	0.00	30.00	52.00
Aug 1996	8.00	8.00	2.00	0.00	30.00	48.00
Sep 1996	8.00	8.00	2.00	0.00	30.00	48.00
Oct 1996	8.00	8.00	2.00	0.00	30.00	48.00
Nov 1996	8.00	8.00	2.00	0.00	30.00	48.00
Dec 1996	10.00	10.00	2.00	4.00	30.00	56.00
Jan 1997	8.00	8.00	2.00	0.00	24.00	42.00
Feb 1997	8.00	8.00	2.00	0.00	24.00	42.00
Mar 1997	8.00	8.00	2.00	0.00	24.00	42.00
Apr 1997	8.00	8.00	2.00	0.00	24.00	42.00
May 1997	8.00	8.00	2.00	0.00	24.00	42.00
Jun 1997	8.00	8.00	2.00	0.00	40.00	58.00
TOTAL	100.00	100.00	24.00	4.00	340.00	568.00
AVG	8.33	8.33	2.00	0.33	28.33	47.33

TIME BY TYPE OF WORKER

FY1997-1998	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul-97	8.00	8.00	2.00	0.00	24.00	42.00
Aug-97	8.00	8.00	2.00	0.00	24.00	42.00
Sep-97	8.00	10.00	2.00	0.00	30.00	50.00
Oct-97	8.00	10.00	2.00	0.00	30.00	50.00
Nov-97	8.00	10.00	2.00	0.00	30.00	50.00
Dec-97	8.00	10.00	2.00	0.00	30.00	50.00
Jan-98	8.00	10.00	2.00	0.00	30.00	50.00
Feb-98						0.00
Mar-98						0.00
Apr-98						0.00
May-98						0.00
Jun-98						0.00
TOTAL	56.00	66.00	14.00	0.00	198.00	334.00
AVG	8.00	9.43	2.00	0.00	28.29	47.71

CALIFORNIA ADVOCATES, INC.

View Folder as: Calendar / Status

Bill Folder: placentia

Edit Checked Bill(s)

Post-It [®] Fax Note	7671	Date	3/13	# of pages	5
To	<i>Elizabeth</i>	From	<i>Elois</i>		
Co/Ocpt.		Cu.			
Phone #		Phone #			
Fax #		Fax #			

AB 1793 : Runner : ASM EDUCATION : (Status / History / Latest Version: 02/10/1998)

Topic: Libraries: Internet policy.

Last Action: Referred to Coms. on ED. and TV.A. & I.T. (03/02/1998)

Hearing Date: 03/18/1998 (ASM EDUCATION)

Digest: Under existing law, the State Librarian administers the foundation program, whereby state funds are made available to public libraries for the purpose of providing services to the public.

This bill would require every public library that receives state funds pursuant to the foundation program and that provides public access to the Internet to adopt a policy regarding access to the harmful matter on the Internet by minors and to post a copy of the policy near each library computer terminal that provides public access to the Internet.

AB 1839 : Thompson : ASM LOCAL GOVERNMENT : (Status / History / Latest Version: 02/12/1998)

Topic: Public libraries: Board of Trustees.

Last Action: Referred to Com. on L. GOV. (03/02/1998)

Hearing Date: 03/25/1998 (ASM LOCAL GOVERNMENT)

Digest: Under existing law, the common council, board of trustees, or other legislative body of any city in the state is authorized, and upon being requested to do so by 1/4 of the electors of the municipal corporation in the manner provided by law, is required, by ordinance, as specified, to establish in and for the municipality, a public library if there is none already established.

This bill would also authorize, as an alternative to appointing 5 members of the board of library trustees, the legislative body of the municipality, by resolution, when of adopting the ordinance establishing the public library, to declare itself as the board of library trustees, with the same rights, powers, duties, privileges, and immunities that would otherwise be vested in the board of library trustees, except as provided by law.

AB 1886 : Thompson : ASM LOCAL GOVERNMENT : (Status / History / Latest Version: 02/13/1998)

Topic: Public libraries: videos.

Last Action: Referred to Com. on L. GOV. (03/05/1998)

Hearing Date: 04/15/1998 (ASM LOCAL GOVERNMENT)

Digest: (1) Existing law declares that it is in the interest of the people of the State of California and that there should be a general diffusion of information and knowledge through the combined operation of the public libraries.

This bill would require any public library that loans movie videos that have received an "R" rating from the Motion Picture Association of America to ensure that the borrower of such a movie is at least 17 years of age.

AB 1920 : Wildman : ASM EDUCATION : (Status /History /Latest Version: 02/17/1998)

Topic: Libraries: joint use.

Last Action: Referred to Com. on ED. (03/12/1998)

Digest: Existing law authorizes the governing board of a school district to provide school library services for the pupils and teachers of the district by establishing and maintaining school libraries or by contractual arrangements with another public agency.

This bill would enact the School and Library Partnership Act of 1998, under which the State Department of Education is subject to appropriation therefor, would award grants to school districts for the planning and operation of joint-use libraries.

AB 2007 : Torlakson : ASM LOCAL GOVERNMENT : (Status /History /Latest Version: 02/18/1998)

Topic: Local government.

Last Action: Referred to Com. on L. GOV. (03/05/1998)

Hearing Date: 04/15/1998 (ASM LOCAL GOVERNMENT)

Digest: Under existing law, a number of means exist to promote and facilitate collaboration and joint or cooperative action between local governmental entities.

This bill would create the Local Government Streamlining, Efficiency, and Mandate Relief Account within the General Fund, to be administered by the Governor's Office of Planning and Research, which would provide moneys to local agencies for specified streamlining and efficiency studies.

AB 2337 : Vincent : ASM : (Status /History /Latest Version: 02/20/1998)

Topic: Public Library Fund.

Last Action: Read first time. (02/23/1998)

Digest: Under existing law, there is established in the State Treasury, the Public Library Fund, into which the Controller transfers annually an amount from the General Fund to meet the state's obligation for public libraries.

This bill would additionally authorize any city, county, district, or city and county to request a waiver of this requirement by demonstrating that the percentage of the reduction in local revenues appropriated for the public library is no greater than the percentage of the reduction of local revenues received by the city, county, district, or city and county operating the public library as a result of the withdrawal of that entity from the county free library system.

AB 2350 : Frusetta : ASM : (Status /History /Latest Version: 02/20/1998)

Topic: Libraries: Internet: pornography.

Last Action: Read first time. (02/23/1998)

Digest: (1) Existing law defines "public library" as a library, or 2 or more libraries, operated as a single entity by one or more public jurisdictions and which serve the public without distinction.

This bill would require a public library that provides public access to the Internet to purchase, install, and maintain computer software that prohibits access to obscene matter, as defined, on the Internet.